



SOUTH CAROLINA
STATE DEPARTMENT
OF EDUCATION

PowerSchool
South Carolina State Reporting
Specific Fields

Office of Research and Data Analysis
Chief Information Office: PowerSchool Information

January 2014 Update

The South Carolina Department of Education does not discriminate on the basis of race, color, religion, national origin, age, sex, or disability in admission to, treatment in, or employment in its programs and activities. Inquiries regarding the nondiscrimination policies should be made to the Employee Relations Manager, 1429 Senate Street, Columbia, South Carolina 29201, (803-734-8781). For further information on federal nondiscrimination regulations, including Title IX, contact the Assistant Secretary for Civil Rights at OCR.DC@ed.gov or call 1-800-421-3481.

Table of Contents

.....	1
Introduction	3
All Enrollments Page	4
Attendance Page	6
Attendance Codes Page	7
Bell Schedules Page	7
Edit Bell Schedule Page	8
Calendar Setup Page	8
CATE Page (SC Career & Technology Educ. Data Entry)	9
Courses Page	14
Cumulative Information Page	17
Cycle Day Page	17
District Information Page	18
Early Childhood Page	18
Test Page Data	23
Other PowerSchool Fields Needed for the Early Childhood Data Collection	25
EFA/EIA Classification Information Page	27
EFA and EIA Initialization	29
General Demographics Page	34
Health Page (Log Entries)	36
Historical Grades Page	38
Homeless Student Information Page	41
IGP Page	42
IGP Step 1:	43
IGP Step 2:	44
IGP Step 4:	45
Immunization Page	46
Incident Management Page	46
Lunch Page	49
Other Information Page	49
Parents (or Guardian Information)	50
Parent Information Page	52
Precode Page	54
Precode Initialization	54
Accountability Reporting	56
Scheduling Setup Page	58
Schools / Schools Information Page	58
Sections Page	60
Edit Section	60
South Carolina Additional Student Information Page	64
Fields Specific to English Language Learners	66
2013-14 Modification to True Grade	71
Special Programs Page	76
Codes and Descriptions for Special Programs	77
Staff Page	84
State/Province – SC Page	86
Student Supplemental Page	87
Transfer Information Page	95
Entry and Exit Data Values	95
Transportation Page	98
Work-Based Learning Page	101
Work Based Learning Initialization	101
Years and Terms Page	107

Introduction

This guide identifies standard and customized PowerSchool fields that are of significant interest to the South Carolina Department of Education offices as well as to the districts and schools across the state. The data values are collected to report summary information to entities such as federal and state offices requiring such data for funding, school or district report cards, annual assessments, legislative requests, or other purposes specific to districts or schools.

When appropriate, information for these fields includes the following:

- display field name, internal field name, table in which value is stored, and value definition; for example, in the first entry below: “Course” is the display name; (Course_Number) is the internal field name; and [Courses(2)] is the table in which the data value is stored.
- name for the contacts within SCDE offices so that you can direct your specific content questions to that person or office manager
- description of how each field is to be used
- reference to existing documentation about the field
- valid value (s) for the field (s).

Fields in PowerSchool that require no state-specific explanation are not listed in this document. Refer to PowerSchool user guides or documentation provided by offices within the agency for additional information on such fields. The pages in this manual follow the alphabetical listing of pages in the PowerSchool Data Collection Manual.

In previous years separate manuals provided information for data fields directly included on the PS State/Province – SC tabbed pages for Early Childhood, Transportation, Work-Based Learning, and Student Supplemental. Definitions for these fields are now a part of this document in an effort to reduce the number of documents end users must reference. CATE, Incident Management (IM), Individualized Graduation Plan (IGP) and Pre-code tabbed pages still have separate guides through the Offices of Career and Technology Education, Student Intervention Services, and Assessment.

Changes for 2013-14

PowerSchool “Start of Year” Resources and Processes (SC Specific) guide provides direction for specific changes to PowerSchool each year and is posted on the SCDE website. Refer to that documentation for edits, updates, and new fields necessary to meet required changes for reporting your data.

We have indicated changes/updates for 2013-14 by using a green font in this document.

The following are personnel and office name changes here at SCDE:


Office Abbreviation	Office	Contact Name	Contact Number
AS	Assessment	Joe Saunders	737-4275
CT	Career & Technology Education	Shawn Larrymore	734-8450
RDA	Research & Data Analysis	Cynthia Hearn	734-8269
EC	Early Childhood	Penny Danielson	734-3605
VE	Virtual Education	Vicki Williams	734-0016
ES	Exceptional Services	TBA	734-8224
FN	Finance	Mellanie Jinnette	734-3605

Office Abbreviation	Office	Contact Name	Contact Number
FP	Federal and State Accountability	Bobby Rykard – Federal Darlene Prevatt – State	734-8110 734-3131
MC	Medicaid	Shelley McGeorge, PhD.	734-3698
SI	Student Intervention Services	Aveene Coleman John Lane	734-3057 734-8125
TE	Teacher Effectiveness	Deborah Larkin	734-3454
TR	Transportation	Dennis Meyers	734-0447

All Enrollments Page

Start Page→Student Selection→All Enrollments

Information displayed on this page should reflect accurate PowerSchool student scheduling of classes (enrollment into sections) since data values for courses, enter and exit dates, and expressions are used for reports provided to federal agencies through the Office of Federal and State Accountability. Your SCDE contact for highly qualified teacher information is Deborah Larkin: email - dlarkin@ed.sc.gov; phone - 803-734-3454.

Start Page > Student Selection > All Enrollments						
All Enrollments 						
Almanza, Harold 11 12 AGHS1						
Entered ▾	Exited	Exp	Course	Teacher	View	Edit
12/01/2012	05/25/2013	3(A)	Computer Applications	Sullivan, Henrique J	View	Edit
12/01/2012	05/25/2013	1(B)	Health 11	Myers, Winston X	View	Edit
12/01/2012	05/25/2013	4(B)	Drawing and Design	Derringer, Malcom B	View	Edit
12/01/2012	05/25/2013	4(A)	Phys Ed 11	Potter, Justin Z	View	Edit
12/01/2012	05/25/2013	2(A-B)	Spanish 1	Carruthers, Elizabeth	View	Edit
05/28/2012	11/30/2012	4(A-B)	Geometry	Finton, Linda J	View	Edit
05/28/2012	11/30/2012	3(A)	Word Processing	Davis, Deborah W	View	Edit
05/28/2012	11/30/2012	2(A-B)	Chemistry 1	Dombeck, Bartolomeu E	View	Edit
05/28/2012	11/30/2012	1(B)	Weight Training	Sand, Victor E	View	Edit
05/28/2012	05/25/2013	1(A)	English 2	Mantezimbe, Yoruba	View	Edit
05/28/2012	05/25/2013	3(B)	Geography	Smith, Gerald R	View	Edit

The display names, internal field names, and tables in which data are stored are provided for your quick reference. Review the *South Carolina State Reporting Guide - PowerSchool Student Information System* for more detailed information for format, field length, short description and other technical details from PowerSource, the online resource provided through Pearson School Systems (<https://powersource.pearsonschoolsystems.com/home/main.action>).

Course <i>(Course_Number)</i> <i>[Courses(2)]</i> <i>[CC(4)]</i>	<p>The course number or code identifies the exact course or activity in which the student is enrolled. You must verify the accurate use for each course code against the information listed in the updated guide, <i>ACTIVITY CODING SYSTEM for the Student Information System</i> each year. The Activity Coding System includes the standardized codes for courses, instructional activities, and non-instructional activities used in the student information systems in South Carolina public schools. Furthermore, this system is the foundation on which course codes, class scheduling, and class sections are built. The system standardizes data that are collected for federal and state funding and accountability purposes.</p> <p>The Student Information System (SIS) Eight-Character Activity/Course Code:</p>
--	--

	<p>In the student information system, eight characters are available for each instructional activity/course code. The first four characters of the SIS activity/course code will be the code you will find in the guide. The fifth and the sixth characters are district defined. The seventh character designates academic weight; and the eighth character, academic credit associated with the specific course code:</p> <ul style="list-style-type: none"> • One of three different characters will occupy the seventh position: either the alpha character that represents the academic tag for credit-bearing courses, or the numeric 0, or the digit that represents the special education activity instructional approach. • One of three different characters will occupy the eighth position. In that position will be either the alpha character that represents the unit tag for credit-bearing courses, or the numeric 0, or the digit representing a specific instructional area for the following types of self-contained classes: kindergarten, prekindergarten, multiage grouping, and special education. These classes are discussed below in the section “Core Academic Subjects.” <p>Although the SIS is not case sensitive (it will allow you to use upper- or lower-case characters in the seventh and eighth places), other data systems used by SCDE offices and divisions are. For this reason, you should continue to enter uppercase letters for academic and unit tags when adding an activity to your local database course files.</p>
Course <i>(Course_Name)</i> <i>[Courses(2)]</i>	<p>The course name provides a short descriptive title for the course offering and is linked to the course number to identify the course or activity assigned to students. If you edit this name, you have changed the course to a different offering.</p> <p>A student’s historical grades page will list the course as it was during the year in which he or she took this course. If the course name is changed and the number remains the same, the teacher/counselor assisting students with requests for the future year may think it is a different course and allow a student to request it again. If the objectives and/or curriculum are identical to those of the “old” course prior to a name change, the student could possibly get credit for retaking the same course under a different name.</p> <p>BE CAREFUL ABOUT CHANGING A COURSE NAME because it is linked to a course code! The Office of Federal and State Accountability will provide extended information for standard codes should you have questions.</p> <p>Note: Reference the Course Page in this document for information on Course Long Title.</p>
Entered <i>(DateEnrolled)</i> <i>[CC(4)]</i>	<p>This date reflects the date the student was scheduled to begin taking the course or activity, historically or in the current year. This date should not precede the student’s EntryDate into the school.</p>
Exited <i>(DateLeft)</i> <i>[CC(4)]</i>	<p>This date reflects the date the student completed or transferred out of the course or activity. Enter the first day the student’s enrollment is no longer effective.</p>
Expression <i>(Expression)</i> <i>[CC(4)]</i>	<p>The expression indicates the period and day the course was offered to the student.</p>

Attendance Page

Start Page → Student Selection → Attendance

Review the *South Carolina PowerSchool Attendance Setup Guide* (<http://ed.sc.gov/agency/cio/Technical-Support-Services/Power-School-Administration/documents/attsetup.pdf>) and the *South Carolina Pupil Accounting System* (<http://ed.sc.gov/agency/cfo/finance/Financial-Services/documents/pupilaccountingmanual.pdf>) for attendance information. The following are data elements used for reporting purposes:

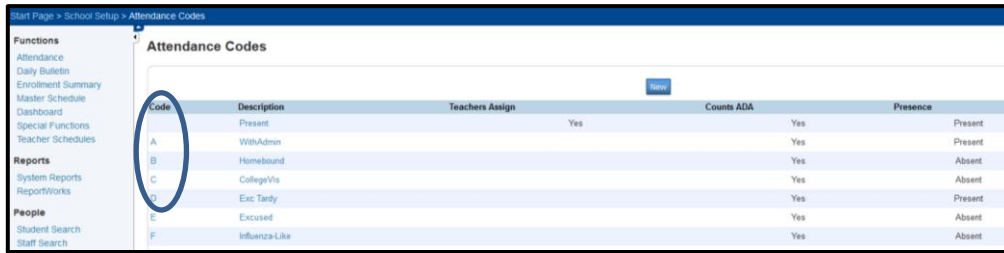
Attendance Code (Att_Mode_Code) [Attendance (157)]	Attendance Code ID (Attendance_CodeID) [Attendance (157)]	Attendance Date (Att_Date) [Attendance(157)]
Calendar Day ID (Calendar_DayID) [Attendance(157)]	Period ID (PeriodID) [Attendance(157)]	Year ID (YearID) [Attendance(157)]

Several data values are necessary to link student records but do not display on PowerSchool pages. The following Attendance codes are stored internally within the Attendance (157) table:

ID [Attendance(157)]	CCID [Attendance(157)]	Total_minutes [Attendance(157)]
--------------------------------	----------------------------------	---

Attendance Codes Page

Start Page → School Setup → Attendance Codes



Code	Description	Teachers Assign	Counts ADA	Presence
	Present	Yes	Yes	Present
A	WtdAdmin		Yes	Present
B	Homebound		Yes	Absent
C	CollegeVis		Yes	Absent
D	Exc Tardy		Yes	Present
E	Excused		Yes	Absent
F	Influenza-Like		Yes	Absent

Start Page → School Setup → Attendance Codes → Edit Attendance Code



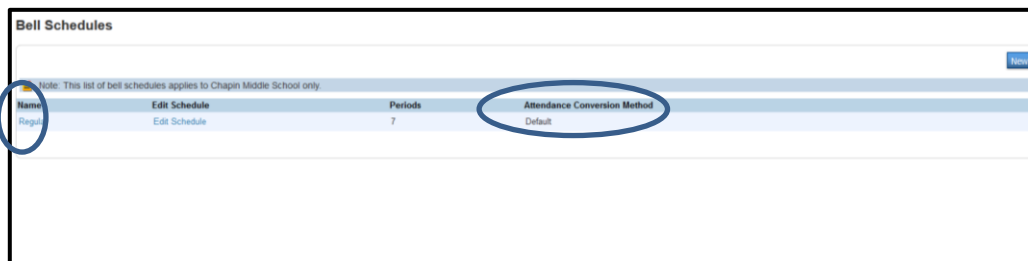
Label	Value
Code	
Description	Influenza-Like
Presence Status	<input type="radio"/> Present <input checked="" type="radio"/> Absent
Code Categories	<input checked="" type="checkbox"/> Excused (Excused) <input type="checkbox"/> Tardy (Tardy) <input type="checkbox"/> Unexcused (Unexcused) <input type="checkbox"/> Unexc Tardy (Unexcused Tardy) <input type="checkbox"/> Unverified (Unverified) <input type="checkbox"/> School Act (School Activity)
Points	0
Teacher can assign	No
This attendance code is considered in ADA calculations	<input checked="" type="checkbox"/>
This attendance code counts towards membership	<input checked="" type="checkbox"/>
Sort order for display	7

Note: The code for a blank (blank) should be given a sort order of 1 and be listed first. This is necessary to allow PowerGrade to take attendance properly.
 *Rules for assigning the single-letter code: The single-letter code should be a letter from A to Z, a digit from 0 to 9, or a blank (blank should be used to denote 'Present'). Do not use the same letter for two different accounts; thus "A" and "a" are equivalent.

Code (Att_Code) [Attendance_Code(156)]	Counts towards membership (Calculate_ADM_YN) [Attendance_Code(156)]	Description (Description) [Attendance_Code(156)]
Earns ADA Credit (Calculate_ADA_YN) [Attendance_Code(156)]	Points (Course_Credit_Points) [Attendance_Code(156)]	Presence (Presence_Status_CD) [Attendance_Code(156)]

Bell Schedules Page

Start Page → School Setup → Bell Schedule



Name	Edit Schedule	Periods	Attendance Conversion Method
Regular	Edit Schedule	7	Default

Attendance Conversion Method (Attendance_Conversion_ID) [Bell_Schedule(133)]	Name (Name) [Bell_Schedule(133)]
---	---

Several data values are necessary to link student records but do not display on PowerSchool pages. The following Bell Schedule codes are stored internally within the Bell_Schedule(133) or Bell_Schedule_Item(134) tables:

SchoolID [Bell_Schedule(133)]	Year_ID [Bell_Schedule(133)]	Bell_Schedule_ID [Bell_Schedule_Items(134)]	Minutes_Attended [Bell_Schedule_Items(134)]
---	--	---	---

Edit Bell Schedule Page

Start Page→Bell Schedules→Edit Bell Schedule Item

The screenshot shows the 'Edit Bell Schedule Item' page in PowerSchool. The left sidebar contains navigation links under 'Functions', 'Reports', 'People', and 'Setup'. The main content area has a form with the following fields:

- Label**: A text field.
- Period**: A dropdown menu, highlighted with a blue circle.
- Start time**: A time picker set to 08:25 AM.
- End time**: A time picker set to 10:00 AM.
- Counts for ADA**: A checkbox.
- Use For Daily Attendance**: A checkbox.

At the bottom, there is a 'Legend' section with a note: 'Page Icons: [Icon] - Time Entry I'.

Use for Daily Attendance <i>(Daily_Attendance_Code)</i> <i>[Bell_Schedule_Items(134)]</i>	Counts for ADA <i>(ADA_Code)</i> <i>[Bell_Schedule_Items(134)]</i>
Default Time In <i>(Daily_Time_In_Default)</i> <i>[Bell_Schedule_Items(134)]</i>	Default Time Out <i>(Daily_Time_Out_Default)</i> <i>[Bell_Schedule_Items(134)]</i>
End Time <i>(End_Time)</i> <i>[Bell_Schedule_Items(134)]</i>	Period <i>(Period_ID)</i> <i>[Bell_Schedule_Items(134)]</i>
Start Time <i>(Start_Time)</i> <i>[Bell_Schedule_Items(134)]</i>	

Calendar Setup Page

Start Page→School Setup→Calendar Setup→(YEAR)

The screenshot shows the 'Calendar Setup - 2011-2012' page in PowerSchool. The left sidebar contains navigation links under 'Functions', 'Reports', 'People', 'Setup', and 'Applications'. The main content area displays a calendar grid for August 2011. The grid has the following columns:

- Date**: The date of the day.
- Day**: The day of the week (e.g., A Day, B Day).
- Schedule**: The schedule type (e.g., Regular, Special).
- Tracks**: A row of checkboxes labeled A, B, C, D, E, F.
- In Sess**: A checkbox for 'In Session'.
- Memb Value**: A numeric field for membership value.
- Type**: A dropdown menu for the type of day.
- Note**: A text field for additional notes.

At the bottom right, there is a 'Submit' button. Below the grid, there is a note: 'Verify # of school days in the current term. Set up calendar days according to a pattern.'

Date <i>(Date)</i> <i>[Calendar_Day(51)]</i>	Memb Value <i>(MembershipValue)</i> <i>[Calendar_Day(51)]</i>	Type <i>Type</i> <i>[Calendar_Day(51)]</i>
Day <i>(Cycle_Day_ID)</i> <i>[Calendar_Day(51)]</i>	Note <i>(Note)</i> <i>[Calendar_Day(51)]</i>	(Does not Display – Stored Internally) <i>(SchoolID)</i>

		<i>[Calendar_Day(51)]</i>
In Sess <i>(InSession)</i> <i>[Calendar_Day(51)]</i>	Schedule <i>(Bell_Schedule_ID)</i> <i>[Calendar_Day(51)]</i>	

CATE Page (SC Career & Technology Educ. Data Entry)

Start Page→Student Selection→South Carolina State Information →CATE

SC Career & Technology Educ. Data Entry

Amos, Sample Student 12 650000410401 CHS

CATE | Early Childhood | Student Supplemental | Precode | Transport | Work-Based Learning

Single Parent ☐ N - No ☐ Displaced Homemaker ☐ N - No ☐

Exceptions Diploma Earned

CATE Concentrator ☐ Y - Yes ☐

CIP code 140101 - Pre-Engineering (Project Lead The Way)

Custom/Cross-Cluster CIP Code (Approval Required)

Completer Completion Year

Remote School Number

Certification 1

Certification 2

Certification 3

Certification 4

Certification 5

Certification 6

Certification 7

Certification 8

Certification 9

Certification 10

CATE Placement Code

Placement Employer

Placement Phone

Placement Job Title

Placement Supervisor Name

Placement Start Date

Placement Higher Ed Name

Placement Higher Ed Program

Placement Military Branch

Placement Military Training

Reference the latest documentation for important fields at this website: *CATE Data Collection and Reporting*, <http://ed.sc.gov/agency/programs-services/152/>.

For all CATE fields listed below, your contacts are Mrs. Glenda Whittle – E-mail: gwhittle@ed.sc.gov and Tel: 803-734-8438 and Ms. Shawn Larrymore – E-mail: smlarrym@ed.sc.gov and Tel: 803-734-8450.

The following are CIP Code Changes for 2013-14 in the SC State Reporting release:

- **CIP Code Deletions:**
 - 470103 – Communications Electronics**
 - 470105 – Industrial Electronics**
- **CIP Code Program Title Changes:**
 - 470201 – HVAC Technology**
 - 470101 – Electronics Technology**
 - 470606 – Power Equipment Technology**
- **New CIP Codes Added:**
 - 520803 – Banking Services**
 - 520807 – Investments and Securities**
 - 521001 – Human Resources Management**
 - 521402 – Marketing Research**
 - 521701 – Insurance**
 - 521804 – Professional Sales**

The following certifications have been deleted from Certification 1, Certification 2, Certification 3, Certification 4, and Certification 5 for school year 2013-14 in PowerSchool:

- 23–Microsoft Office Specialist
- 61–Microsoft Certification Application Specialist
- 62–Adobe Certified Associate (ACA)

The following certifications have been added to Certification 1, Certification 2, Certification 3, Certification 4, and Certification 5 for school year 2013-14 in PowerSchool:

- A18-TestOut PC Pro Certification
- A19-TestOut Network Pro Certification
- A20-CompTIA Green IT Certification
- A21-Certified Network Computer Technician – CNCT
- A22-Certified Network Systems Technician – CNST
- A23-Computer Service Technician Certificate (CST)
- A24-Wireless Network Technician Certification (WNT)
- A25-EPA Auto Body Regulation Training Certification
- A26-South Carolina Barber License
- A27-South Carolina Hair Braider Registration
- A28-Esthetician
- A29-Emergency Telecommunicator Certification

Five New Certification fields have been added to the CATE page:

- Certification 6
- Certification 7
- Certification 8
- Certification 9
- Certification 10

Single Parent <i>(SC_CATE_SingleParentInd)</i> <i>[Students(1)]</i>	<p>The term “single parent” refers to a student: either a pregnant female student who is unmarried or a male or female student who is unmarried or legally separated from a spouse and has a minor child or children of whom he or she has either full custody or joint custody.</p> <p>From the dropdown selections, choose Y (Yes), if applicable. You may change from the default of blank to N (No) to ensure the student record has been verified or simply leave the field blank to indicate not applicable. The dropdown choices are listed as the following:</p> <ul style="list-style-type: none"> • blank = blank [default] • Y = Yes • N = No
Displaced Homemaker <i>(SC_CATE_DisplHomeMakerInd)</i> <i>[Students(1)]</i>	<p>The term “displaced homemaker” refers to an individual who has worked primarily without remuneration to care for a home and family and for that reason has diminished marketable skills, who has been dependent on the income of another family member but is no longer supported by that income, or who is a parent whose youngest dependent child will become ineligible to receive assistance under Part A of Title IV of the Social Security Act within two years after the date on which the parent applies for assistance under this title and who is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.</p>

	<p>If applicable, select Y for Yes; otherwise leave blank or select N for No from the dropdown choices listed as follows:</p> <ul style="list-style-type: none"> • blank = blank [default] • Y = Yes • N = No
Exceptions (SC_CATE_ExceptionsCode) [Students(1)]	<p>Data are to be entered on an annual basis for all students for Perkins accountability indicators and report card measures. Enter I if the student has an IEP (individualized education program) indicating:</p> <ol style="list-style-type: none"> 1. The student will not complete the requirements needed to obtain either a South Carolina High School Diploma or a South Carolina High School Certificate. <p>AND/OR</p> <ol style="list-style-type: none"> 2. All of the core standards for a specified CATE course/program will not be taught (i.e., mastery of only a portion of the core standards in a program is appropriate for the student). <p>Use the exception code I exclusively for students whose IEPs indicate one or both of the above conditions. Many students with IEPs do receive the instruction necessary to complete the core CATE course standards and the requirements for a South Carolina High School Diploma/Certificate, and these students should not be coded as "I."</p> <p>Enter W if the student withdrew from the CATE program or from the school during the school year.</p> <p>The dropdown choices are listed as the following:</p> <ul style="list-style-type: none"> • blank = blank [default] • I = IEP • W = Withdrawn <p>Note: Values should be deleted from this field before the new school year begins.</p>
Diploma Earned (SC_DiplomaEarnCode) [Students(1)]	<p>Districts will enter the "Diploma Earned" data on the Student Supplemental page in PowerSchool and it will populate the "Diploma Earned" field on the CATE page which is grayed out indicating "View Only" mode.</p> <p>Data must be entered in the diploma earned field for all twelfth-grade students. The data for each student will be used to assess the school's and district's performance for the Perkins accountability indicators and the career center report card measure for high school graduation. Indicate in this field whether each twelfth-grade student met the criteria for receiving a South Carolina high school diploma or a state certificate:</p> <ul style="list-style-type: none"> • For a student to receive a state high school diploma, the student must: <ol style="list-style-type: none"> (1) complete a minimum of twenty-four units of credit as prescribed and (2) meet the standard on all subtests of the Exit Examination. • For a student to receive a state high school certificate, the student must: <ol style="list-style-type: none"> (1) complete a minimum of twenty-four units of credit as prescribed and (2) have failed to meet the standard on all subtests of the Exit Examination. <p>Note: For any twelfth-grade student whose Diploma Earned field is left blank and who meets all graduation requirements during the summer and receives a South Carolina high school diploma prior to the next school year, the school administrator may change the entry code to the appropriate codes of F – State of SC Diploma or H – State of SC Certificate and send a notification letter to the Office of Career and Technology Education by September 1. The notification should include the student's name, State ID, and a request to update the Diploma Earned field.</p>

	<p>REMEMBER: From the Student Supplemental tab (State/Province – SC page), you select the appropriate Diploma Earned status for your students, and the link will automatically update the View Only status on the CATE page.</p> <ul style="list-style-type: none"> • Blank – None [default] • F – State of SC Diploma • H – State of SC Certificate • N – District non-diploma document • X – Did not meet requirements to graduate.
<p>CATE Concentrator (SC_CATE_ConcetrInd) [Students(1)]</p>	<p>A CATE Concentrator is a secondary student with an assigned CIP code who has earned 3 Carnegie units of credit in a state-recognized CATE program. A state-recognized CATE program must be composed of an approved sequence of career and technology education courses leading to a career goal and must include a minimum of 4 Carnegie units of credit.</p> <p>If applicable, select Y for Yes; otherwise leave blank or select N for No from the dropdown choices listed as follows:</p> <ul style="list-style-type: none"> • blank = blank [default] • Y = Yes • N = No
<p>CIP code (SC_CATE_CIPcode) [Students(1)]</p> <p>Note changes listed above.</p>	<p>From the drop-down box select the appropriate <u>six-digit CIP code</u>.</p> <p>The Classification of Instructional Programs (CIP) codes designate the specific CATE programs and are used for federal reporting and for assessing the federal Perkins accountability indicators. Every student identified as a CATE Concentrator must be assigned a CIP code approved by the OCTE.</p> <ul style="list-style-type: none"> • Only assign a CIP code to designate the state-recognized CATE program in which a CATE Concentrator (defined above) earned at least 3 units. The local CATE program represented by the CIP code on the CATE page must offer a sequence of approved courses that provides the opportunity for students to complete a minimum of 4 units. (See CATE Programs: <i>CATE Student Reporting Procedures Guide</i>, CIP Codes and Courses in Appendix C, pages 60-84, and see pages 6-7 and 46 for the process for approval of Custom/Cross-Cluster CIP Codes.) • If a student is a CATE Concentrator in two state-recognized CATE programs, enter the CIP code/CATE program on the basis of the student's post-graduation plans. • Do not use the CIP Code field for any purpose other than to designate a state-recognized CATE program that offers students the approved sequence of CATE courses required to complete a minimum of 4 units.
<p>Custom/Cross-Cluster CIP Code (Approval Required) (SC_CATE_Special_CIPCode) [Students(1)]</p>	<p>Enter the six-digit CIP code <u>received through SCDE approval</u>.</p> <p>The intent for requesting Custom/Cross-Cluster Program Approval is for a program which is designed to specifically match a student's career goals if those goals do not fall within any of the current CATE approved programs. Such customizing may even involve allowing a student to select related courses from different CATE cluster areas.</p> <p>Several criteria to remember when making a request for a CATE Custom/Cross-Cluster CIP code:</p> <ul style="list-style-type: none"> • Local businesses, advisory committees, and school district/career center personnel should be consulted when a customized program for a student is being determined. • Each course in a customized program must include contextual learning. • Student has earned or will earn the third unit of the designed program

	<p>before submitting request.</p> <p>Custom Program - These CIP codes are used to identify a student who has been identified as a concentrator in CATE courses within a cluster</p> <p>Cross-Cluster Program - These CIP codes are used to identify a student who has been identified as a concentrator in CATE courses across two or more cluster areas.</p>																		
<p>Completer (SC_CATE_CompleterInd) [Students(1)]</p>	<p>A Completer is a CATE concentrator who has earned all of the required units in a state-recognized CATE program identified by the assigned CIP code.</p> <p>If applicable, select Y for Yes; otherwise leave blank or select N for No from the dropdown choices listed as follows:</p> <ul style="list-style-type: none">• blank = blank [default]• Y = Yes• N = No <p>Note: A CATE concentrator pursuing a 4-unit CATE program would be designated a Completer when the 4th unit is earned. A CATE concentrator pursuing a CATE program offering 6 units would be designated a Completer when the 6th unit is earned.</p>																		
<p>Completion Year (SC_CATE_YrCompleted) [Students(1)]</p> <p>Note changes for 2013-14.</p>	<p>Enter the appropriate semester and year.</p> <p>The Completion Year field will indicate the semester and the year in which the student completed the required units in a state-recognized CATE program:</p> <ul style="list-style-type: none">• FA = Fall• SP = Spring• 11-19 = 2-digit Calendar Year <p>For school year 2013-14 the entry would be FA13 if student completed in the fall of 2013or SP14 if the student completed in the spring of 2014.</p> <p>The values for the Completion Year dropdown box are as follows:</p> <table><tr><td>Blank (default)</td><td>SP14</td><td>SP17</td></tr><tr><td>FA11</td><td>FA14</td><td>FA17</td></tr><tr><td>SP12</td><td>SP15</td><td>SP18</td></tr><tr><td>FA12</td><td>FA15</td><td>FA18</td></tr><tr><td>SP13</td><td>SP16</td><td>SP19</td></tr><tr><td>FA13</td><td>FA16</td><td></td></tr></table>	Blank (default)	SP14	SP17	FA11	FA14	FA17	SP12	SP15	SP18	FA12	FA15	FA18	SP13	SP16	SP19	FA13	FA16	
Blank (default)	SP14	SP17																	
FA11	FA14	FA17																	
SP12	SP15	SP18																	
FA12	FA15	FA18																	
SP13	SP16	SP19																	
FA13	FA16																		
<p>Remote School Number (SC_CATE_RemoteSchCode) [Students(1)]</p>	<p>Enter the seven-digit SIDN (school identification number, sometimes referred to as the BEDS code).</p> <p>The Remote School Number field specifies the location where the CATE program is offered. An entry should be made in this field only if the program is offered at a location other than the student’s high school. This entry will identify the other high school or the career center that offers the particular program.</p> <p>Note: Leave this field blank if the program is offered at the student’s home high school.</p> <p>Example: Jane Doe is a student at ABC High School (school SIDN – 0102003) and attends DEF Career and Technology Center (school SIDN – 0102995) where she is concentrating in the Culinary Arts program. On the CATE Page for Jane Doe who has been designated as a CATE Concentrator and assigned the CIP Code 520905, the Remote School Number field would be an entry of 0102995.</p> <p>Note: You must designate the District Where Taught and School Where Taught when a student takes a CATE course at a location other than his or her home school. See the SECTIONS page.</p>																		
<p>Certification 1-10</p>	<p>Provide certification information for your CATE students by selecting the</p>																		

(SC_CATE_Cert1) (SC_CATE_Cert2) ... (SC_CATE_Cert10) [Students(1)] Note changes listed above.	appropriate certification(s) in the drop-down box on the CATE Page. You can find the listings and definitions in your <i>CATE Student Reporting Procedures Guide</i> on the web page for The Office of Career and Technology.
CATE Placement Code (SC_CATE_PlaceLevelCode) [Students(1)]	Select from the drop-down box the appropriate CATE placement code: <ul style="list-style-type: none"> • A – Employed, Related • B – Employed, Unrelated • C – Continuing Education or Postsecondary Education • D – Military • E – Unemployed or Not Seeking Employment • F – Not Available for Placement (Status Unknown, Deceased, Incarcerated, or Medical Disability) • G – Still in High School School districts and career centers are required by South Carolina law (S.C. Code Ann. § 59-53-1960) and by State Board of Education Regulation 43-234 to survey their CATE completers ten months after graduation to determine their placement status with regard to employment, postsecondary education, or military service. A record of the responses to this survey must be maintained by the districts/career centers for a period of three years. The survey records should contain sufficient information to allow for the verification of all reported placements. NOTE: In order to be available for placement, students must be program completers and must have graduated.

CATE Placement Information Necessary for Verification – SCDE does not collect the values for these fields:

Placement Employer (SC_CATE_PlaceEmployer) [Students(1)]	Enter the name of the company (35-character limit) where the student was placed after graduation.
Placement Phone (SC_CATE_PlacePhone) [Students(1)]	Enter the phone number (15-character limit) of the student's employer.

If you need to verify additional placement information, reference your *CATE Student Reporting Procedures Guide* on the web page for the Office of Career and Technology.

Placement data are used to assess the placement indicator required by Perkins IV and the career center report card measure for placement. As mandated in Section 59-53-1960 of the Code of Laws of South Carolina, to continue existing work force preparation programs, other than career and technology agriculture, fifty percent of the graduates available for placement must be placed during the prior three years in the area for which training was provided. The placement data reported each school year is compiled with the data reported for the previous two years to obtain the average placement rate over the three-year period.

Students must be advised prior to enrollment in a work force preparation program of the possible discontinuation of the program and of the employment outlook for program graduates. Students enrolling in CATE programs that are not preparatory for employment must be clearly advised of this fact by the school district.

Courses Page

Edit Course District Information

Start Page > District Setup > Courses > Edit Course District Information

OR

Start Page > School Setup > Courses > Edit Course District Information

(This page looks slightly different if you log in to a school and list the courses.)

IMPORTANT NOTE: State Board Regulation 43-234 requires the following for course records for students:

1. Each district superintendent must verify the accuracy of course records for students.
2. The name and code number of every course that each student takes must be entered into the student data collection system (SIS) active master scheduler at the time the student takes the course. Courses MAY NOT be added to the student's course history (transcript) without first being entered into the scheduler.

<p>Course Name*** – Short Title <i>Course_Name)</i> <i>[Courses(2)]</i></p>	<p>[Research and Data Analysis: Cynthia Hearn, 803-734-8269; Federal and State Accountability: Darlene Prevatt, 803-734-3477]</p> <p>The original activity coding system described in the 1990 <i>Basic Educational Data System Activity Coding System Manual</i> remains the basic method of codification for the state's student information system for PowerSchool.</p> <p>The activity codes generated through this system and specified in the Activity Codes Manual are used in several programs and for all reporting related to specific courses, scheduling, sections, and classes related to the state's public schools. When course titles change, courses are deactivated, or new courses are created, those changes will have an impact on those programs and reports.</p> <p>Think carefully prior to making any Course Name <u>changes for any courses (local board)</u> as this is not best practice if you wish to compare data longitudinally.</p> <p>Note: Changing the name of a course (short title) will not change <u>historical grade records</u> for students who have completed their coursework for the past year(s).</p>
--	--

Course Number*** <i>(Course_Number)</i> <i>[Courses(2)]</i>	<p>{Research and Data Analysis; Cynthia Hearn, 803-734-8269; Federal and State Accountability: Darlene Prevatt, 803-734-3477; Teacher Effectiveness; Deborah Larkin; 803-734-3454}</p> <p>You should activate courses as needed for each year's set of requests/offerings. Course codes you add must follow the guidelines of the <i>Activity Coding Manual</i> that is posted on the Office of Accreditation's web page. It is the responsibility of each district to ensure the current course codes and course names are used to schedule students' classes each year so that student transcripts reflect the standard course offerings approved by the SC Department of Education.</p> <p>Checking the district's course database against the standard codes/names will ensure accurate matches for each teacher's current classes for the purpose of verifying the teacher's highly qualified status through the Office of Teacher Effectiveness.</p> <p>Refer to the PowerSchool Basic Scheduling Training Guide for instructions on adding or activating a course.</p>
Course Name – Long Title <i>(SC_CrsLongTitle)</i> <i>[Courses(2)]</i>	<p>{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support; Federal and State Accountability: Darlene Prevatt, 803-734-3477}</p> <p>This is a <u>custom field</u> provided as a reference from the previous SASI long course title. You may change this title at the discretion of the district with no repercussion to your historical grade/course data. Many districts use the same title for the course or activity in both fields. Ensure the internal field name for this Course Name – Long Title is accurate for your use.</p>
Credit Hours*** <i>(Credit_Hours)</i> <i>[Courses(2)]</i>	<p>The number of credits allowed per course is dependent upon several factors. Review the appropriate regulations for the proper credits for each course offering through your district:</p> <p>Title of Regulation: Regulation No.: 43-259 GRADUATION REQUIREMENTS</p>
Credit Type*** <i>(CreditType)</i> <i>[Courses(2)]</i>	<p>Credit Types allow courses to be grouped together. Each course can be associated with one or more credit types. Listed below are credit types specific to South Carolina schools (primarily for high school courses) for both subject and grade levels:</p> <ul style="list-style-type: none"> • A – English/Language Arts • C – Mathematics • E – Science • H – US History and Constitution • J – Economics • K – US Government • L – Other Social Studies • P – Physical Ed or Jr ROTC • R – Computer Science – Keyboard • T – Foreign Language or CATE • X – Electives • ES – Elementary School • MS – Middle School • HS – High School <p>Note: for more information on credit types for SC courses and activities, review <i>SCDE PowerSchool Tech Note #25, November 2010 Update</i></p> <p>Note: HS is very important for IGP display/reports and Graduation Planner/Sets .</p>
Department <i>(Sched_Department)</i> <i>[Courses(2)]</i>	<p>Indicate the subject area for courses; ie, English, math, science as grouped by your school or district.</p>
Exclude From Attendance*** <i>(Exclude_ADA)</i> <i>[Courses(2)]</i>	<p>Indicate in which courses/activities students should be excluded from attendance counts.</p>

Start Page > School Setup > Cycle Days > Edit Cycle Day

Functions
Attendance
Daily Bulletin
Enrollment Summary
Master Schedule
Dashboard
Special Functions
Teacher Schedules
Reports
System Reports
ReportWorks
People
Student Search

Edit Cycle Day

Label	Value
School Name	Elementary School
School Year	2012-2013
Day Letter	A
Day Abbreviation	<input type="text"/>
Day Name	A Day <input type="text"/>

Submit

Day Letter (Letter) [Cycle_Day(135)]	{Research and Data Analysis (PowerSchool Information and Data Warehouse Administration)} Enter the letter assigned to represent the day.
Day Abbreviation (Abbreviation) [Cycle_Day(135)]	{Research and Data Analysis (PowerSchool Information and Data Warehouse Administration)} Enter the abbreviation for the day, not to exceed three characters.
Day Name (Day_Name) [Cycle_Day(135)]	{Research and Data Analysis (PowerSchool Information and Data Warehouse Administration)} Enter the name of the day.
SchoolID [Cycle_Day(135)]	{Research and Data Analysis (PowerSchool Information and Data Warehouse Administration)} Verify the school's name.
Year_ID [Cycle_Day(135)]	{Research and Data Analysis (PowerSchool Information and Data Warehouse Administration)} Verify the current year.

District Information Page

Start Page→District Setup→District Information

Name of District (Value where Name='districtname') [Prefs(9)]	Enter the formal name for your district (usually found on your district stationery). Note: This value is not collected by SCDE but is very necessary for internal PS reports.
District Number (Value where Name='districtnumber') [Prefs(9)]	Enter the state id number (SID) for your district. This is a four-digit number stored in the Prefs table in a field called Value where Name = 'districtname'.

Following are listed the District Information Page data values necessary to link student records are stored internally and do not display on PowerSchool pages:

SchoolID [Prefs(9)]	Year_ID [Prefs(9)]
UserID [Prefs(9)]	ID [Prefs(9)]

Early Childhood Page

Start Page→Student Selection→South Carolina State Information→SC Early Childhood Data Entry

Early Childhood Education is a major strategic aim of the South Carolina Department of Education (SCDE). All children must be provided the opportunity to enter school prepared to succeed. All children deserve a quality education in a developmentally appropriate and instructionally sound learning environment, with competent, compassionate staff. High Quality will not occur without appropriate technical assistance and appropriate evaluation of Early Childhood Programs for four-year-olds and five-year-olds, as mandated by the Education

Improvement Act of 1984, the Accountability Act of 1998, the 2007 Child Development Education Pilot Program, and the 2013 Legislation to Expand CDEPP. The offices of Early Childhood Education, Finance, and Research and Data Analysis work jointly to gather data for evaluation. These multi-office efforts minimize duplication in data collection.

The information collected in PowerSchool for the offices of Early Childhood Education and Research and Data Analysis will provide data to do the following:

- help evaluate program quality
- determine training and professional development needs
- track the longitudinal progress of student

You must verify the data values entered for fields specific to the SC Early Childhood Data Entry page.

For further in-depth information review the documentation provided through the Office of Early Childhood: http://ed.sc.gov/agency/programs-services/64/documents/2013-2014_CDEPP_Guidelines_Final.pdf. Your contacts at SCDE for content questions are Penny Danielson, 803-734-8251, PDanielson@ed.sc.gov, Early Childhood; Mellanie Jinnette, 803-734-3605, Finance; and Cynthia Hearn, 803-734-8269, Research and Data Analysis.

Low Birth Weight
(*SC_EC_LowBirthWeightInd*)
[Students(1)]

This field needs to be collected for all four-year-old children (4K) and any five-year-old (kindergarten) children who were not served when they were four. Select Yes if the birth weight is below 5.5 pounds. Select No if the birth weight is 5.5 pounds or more.

- Blank – [default]
- Y – Yes
- N – No

Income Range (SC_EC_FamilyIncRangeCode) [Students(1)]	The income range of the family needs to be collected for all four-year-old (4K) children and any five-year-old (kindergarten) children who were not served when they were four. Select the income range level of the family from the choices below: <ul style="list-style-type: none"> • Blank – [default] • 1 – 0-10,000 • 2 – 10,001-20,000 • 3 – 20,001-30,000 • 4 – 30,001-40,000 • 5 – 40,001-50,000 • 6 – 50,001-60,000 • 7 – 60,000 or above
Prior Child Care (SC_EC_CarePriorToSchCode) [Students(1)]	Submit this field only for four-year-old (4K) and five-year-old (kindergarten) children who were not previously enrolled in public school 4K or CD programs. Select the descriptor that best describes the last school or childcare setting the child attended prior to entering this school-based program. <ul style="list-style-type: none"> • Blank – [default] • C – Center Based Care • F – Family Child Care Center [Home-based] • H – Head Start • M – Home w/ Family Member • N – Home w/ Non-Family Member
Medical Care Source (SC_EC_MedCareSrcCode) [Students(1)]	Select the medical care source for all four-year-old (4K) and any five-year-old (kindergarten) children who were <u>not</u> served in 4K. This is the source the family generally uses for their medical care. <ul style="list-style-type: none"> • Blank – [default] • C – Free Health Clinic (a free, public health type clinic) • E – Emergency Room • F – Family Physician • O – Other
Early Childhood Placement (SC_EC_EarlyChildPlaceCode) [Students(1)]	This information needs to be collected each year for all 4-year-old (4K) and all 5-year-old (kindergarten) children. Select the entry that best describes the placement of the child in the early childhood class. A Multiage Classroom may be serving a combination of 3-, 4-, and 5-year-old children. <ul style="list-style-type: none"> • Blank – [default] • 3 – Classroom for 3-year-olds (Children whose third birthday is on or before September 1 of the current school year) • 4 – Classroom for 4-year-olds (Children whose fourth birthday is on or before September 1 of the current school year) • 5 – Classroom for 5-year-olds (Children whose fifth birthday is on or before September 1 of the current school year) • M – Multiage Classroom (Multiage classrooms serve children of more than one grade span – for example, 3- and 4-year-old children together – there are many types of combinations.)

Class Type (SC_EC_ClassroomType) [Students(1)]	This information needs to be collected each year for all 4-year-old children only; it does <u>not</u> need to be collected for kindergarten children (five-year-olds). Select the location of the early childhood classroom: <ul style="list-style-type: none"> • Blank – [default] • DCF – District Owned Center Based Full-day • DCH – District Owned Center Based Half-day • DSF – District Owned School Based Full-day • DSH – District Owned School Based Half-day • HSF – Head Start Facility Full-day • HSH – Head Start Facility Half-day • OF – Other Full-day • OH – Other Half-day • PCF – Private Child Care Full-day • PCH – Private Child Care Half-day
First Steps (SC_EC_FirstStepsPartCode) [Students(1)]	Select the appropriate funding type for four-year-old (4K) children only: <ul style="list-style-type: none"> • Blank – [default] (The classroom is receiving NO funding from First Steps.) • P – Partial FS Funding (First Steps provides some funding for the classroom. This funding is shared with another source such as EIA, local funds, grant funds, Head Start, Title I, etc.) • Y – Yes (The classroom is totally funded by First Steps (teacher, teaching assistant, supplies and equipment).
Family Literacy Services (SC_EC_FamilyLiteracySrvc) [Students(1)]	This field should be populated for four-year-olds (4K) and five-year-olds (kindergarten) who did not participate in 4K. Code “N” (None) if the family did not participate. Family Literacy, by definition, integrates four components: <ol style="list-style-type: none"> 1. adult literacy (adult education: basic literacy, GED, High School Diploma, ESL) 2. parent education 3. child development 4. parent and adult-child interactive literacy time Select the entry that indicates which adult family members of the child have participated in a school district Family Literacy Program: <ul style="list-style-type: none"> • Blank – [default] • B – Both Parents • F – Father • G – Guardian [or Grandparent] • M – Mother • N – None
Family Literacy Years (of Service) (SC_EC_YrsFamilyLitSrvc) [Students(1)]	Enter this field for four-year-old (4K) and five-year-old (kindergarten) children who did not participate in 4K. Leave the field blank if the parent(s) did not participate. Indicate the number of years that the parent(s) received district family literacy services: <ul style="list-style-type: none"> • Blank – [default] • 1 – Under 1 year • 2 – 1-2 years • 3 – 2-3 years • 4 – 3-4 years

Special Needs Info (SC_EC_SpecNeedsCode) [Students(1)]	<p>This field is only for four-year-old (4K) and five-year-old kindergarten (5K) children who were not served as four-year-olds or whose status may have changed since their year of 4K service.</p> <p>Select the student's disability status:</p> <ul style="list-style-type: none"> • Blank –[default] • E – Emotional Disability • L – Learning Disability • O – Other • P – Physical Disability • S – Speech Disability <p>Note: Though these selections appear to be duplicated in EFA, these codes differ and data values submitted are not used for EFA funding purposes.</p>
Qualified At-Risk (SC_EC_QualAtRiskCode) [Students(1)]	<p>This field is only for five-year-old (kindergarten) children who were <u>not</u> served in 4K (preschool for four-year-old children).</p> <p>Select the primary reason this qualified, at-risk five-year-old child was not served in a 4K program when he/she was four years old.</p> <ul style="list-style-type: none"> • Blank – [default] • C – Classroom Space • D – DIAL Score • L – Lack of full-day service • P – Personnel • T – Transportation • O – Other
Head Start (SC_EC_HeadStartInd) [Students(1)]	<p>Indicate whether or not a child was served by Head Start any time from birth through age 4 (if the child was served in 4K) or kindergarten (if the child was not served in 4K).</p> <p>Do not populate the field for the kindergarten year if service was completed when the child was in 4K.</p> <ul style="list-style-type: none"> • Blank – [default] • Y – Yes • N – No
Countdown to Kindergarten (SC_EC_CountDownToKinderInd) [Students(1)]	<p>This field should be entered only for five-year-old children (kindergarten year).</p> <p>Indicate whether or not the child received Countdown to Kindergarten home visits during the summer prior to kindergarten:</p> <ul style="list-style-type: none"> • Blank – [default] • Y – Yes • N – No
Class Curriculum (SC_EC_ClassCurrCode) [Students(1)]	<p>This field should be entered for all 4K and kindergarten children.</p> <p>Indicate which of the recommended early childhood training/early childhood professional development models the District (or school) has opted to use for this child's classroom.</p> <ul style="list-style-type: none"> • Blank – [default] • 01 – High/Scope • 02 – Montessori • 03 – Project Approach/Reggio • 04 – Creative Curriculum • 05 – Other

Ed Level Mom/Female Guardian <i>(SC_EdLevel_MomFG)</i> <i>[Students(1)]</i>	{Research and Data Analysis: Wei Yao, 803-734-8439 } The Education Level field indicates the highest education level attained by the parent (Mother) or guardian. SCDE default codes in PowerSchool, with the addition of the “GED,” are as follows: <ul style="list-style-type: none"> • Blank – [default] • B – Bachelor’s Degree • G – GED • H – High School Degree • M – Master’s Degree • N – No HS Diploma • P – PhD
Year Ed Mom/Female Guardian <i>(SC_YearsED_MomFG)</i> <i>[Students(1)]</i>	{Research and Data Analysis: Wei Yao, 803-734-8439 } SCDE uses this field to indicate the years of formal education of the Mother or female guardian. Select from 01 – 30 where appropriate. SCDE’s use of this field takes precedence over district use.

Test Page Data

Test Page

Start Page→District→District Setup→Test

Early Childhood --Dial 3 or 4 Test fields in PowerSchool

Name	Test Type	Description	Edit Scores
ACT	National		Edit Scores
CogAT	National	Cognitive Abilities Test	Edit Scores
Dial_3	National	Developmental Indicators for the Assessment of Learning	Edit Scores
Dial_4	National	Developmental Indicators for the Assessment of Learning, Fourth Edition	Edit Scores
ELDA	State	English Language Development Assessment	Edit Scores
EOCEP/English 1	State	End of Course Examination Program	Edit Scores
EOCEP/Science	State	End of Course Examination Program	Edit Scores
EOCEP/Social Studies	State	End of Course Examination Program	Edit Scores
Explore	National	Middle School Pre-ACT Test	Edit Scores
HSAP	State	High School Assessment Program	Edit Scores
ITBS	National	Iowa Test of Basic Skills	Edit Scores
MAP	National	Measure of Academic Performance	Edit Scores
PACT	State	Palmetto Achievement Challenge Test	Edit Scores
PASS	State	Palmetto Assessment of State Standards	Edit Scores
Plan	National	Pre-ACT Test	Edit Scores
PSAT	National	Preliminary Scholastic Achievement Test	Edit Scores
SAT	National		Edit Scores
STAR	State	Gifted and Talented	Edit Scores

Description – Dial 3 or Dial 4 <i>(Description)</i> <i>[Test(86)]</i>	Dial_3: Description should be Developmental Indicators for the Assessment of Learning Dial_4: Description should be Developmental Indicators for the Assessment of Learning, Fourth Edition
Name – Dial 3 or Dial 4 <i>(Name)</i> <i>[Test(86)]</i>	Name of the Test should be Dial_3 or Dial_4 per directions on how to setup in PowerSchool.
Type – Dial 3 or Dial 4 <i>(Test_Type)</i> <i>[Test(86)]</i>	Type should be National.

Test Scores Page

Start Page→ District Setup→Test→Test Scores: (Name of Test)

PowerSchool

Welcome, Louise Amos | Help | Sign Out

School: District Office Term: 13-14 Year

Start Page > District Setup > Test > Test Scores: Dial_3

Functions

- Attendance
- Daily Bulletin
- Enrollment Summary
- Master Schedule
- Dashboard
- Special Functions
- Teacher Schedules

Reports

- System Reports
- ReportWorks

People

- Student Search
- Staff Search
- Parent Search
- Enroll New Student
- New Staff Entry
- New Parent Entry

Setup

- District

Test Scores: Dial_3

New

Score Name	Description	Sort Order
D3_LANG_SubScale	DIAL3 Language Score	1
D3_CONC_SubScale	DIAL3 Concepts Score	2
D3_MOTR_SubScale	DIAL3 Motor Score	3
D3_SELF_SubScale	DIAL3 Self Help Score	4
D3_SDEV_SubScale	DIAL3 Social Development Score	5

Submit

Test Results Page

Start Page→Student Selection→Test Results

PowerSchool

Welcome, Louise Amos | Help | Sign Out

School: District Office Term: 11-12 Qtr 4

Start Page > Student Selection > Edit Student Test: Dial_4

amos, test student -1 123456 BES

Test: Dial_4

Date: 10/31/2013 (newcomm)

Term: 08-09 2008-2009

Grade Level: -1

Score	Number	Percent	Alpha
D4_MOTR_SubScale	7	70	
D4_CONC_SubScale	8	80	
D4_LANG_SubScale	5	50	
D4_SELF_SubScale	9	90	
D4_SEmot_SubScale	9	90	

Delete Submit

Legend

Page Icons: [Icon] - Date Entry [Icon]

Copyright © 2005 - 2013 Pearson Education, Inc., or its affiliates. All rights reserved.

Date - Dial 3 / Dial 4 (Test_Date) StudentTest(87)	Date test administered
Grade Level - Dial 3 / Dial 4 (Grade_Level) StudentTest(87)]	Student assigned grade level when test scores submitted.
Number - Dial 3 / Dial 4 (NumScore) StudentTestScores(89)]	Numerical score per sub category.
Percent - Dial 3 / Dial 4 (PercentScore) StudentTestScore(89)]	Score percent per sub category.

Term - Dial 3 / Dial 4 (TermID) [StudentTest(87)]	The term during which the test was given to the student.
Test - Dial 3 / Dial 4 (TestID) [StudentTest(87)]	The name for the test selected from the drop down box.

The ID fields collected to maintain student record integrity are not displayed but stored internally in these tables:

ID [TestScore(88)]	TestID [TestScore(88)]
TestID [StudentTestScore(89)]	StudentID [StudentTestScore(89)]
ID [StudentTestScore(89)]	

Note: You can find the instructions for setting up the Dial 4 Tests in PowerSchool using this URL: http://ed.sc.gov/agency/programs-services/64/documents/Dial4TestinstructionsforPS7_0.pdf or by using a keyword search “Dial 4 Test Setup Instructions.” The internal field names for Dial 3 are the same as for Dial 4

Other PowerSchool Fields Needed for the Early Childhood Data Collection

The complete list of fields required for reporting early childhood data is quite extensive and resides on several PS pages. To ensure a complete and accurate evaluation for **all** four-year-old students, you will need to verify data values for PowerSchool data fields as indicated in the table below. Although the fields were originally introduced as collection needs for the Child Development Education Pilot Program (CDEPP), **it is currently imperative that these data are collected on all students being served in either full day or half-day four-year-old classes.** The Education Oversight Committee is charged with a comprehensive evaluation of four-year-olds served in South Carolina. See *2013 Legislation to Expand CDEPP* (http://ed.sc.gov/agency/programs-services/64/documents/CDEPP_Proviso_2013.pdf). You can address specific questions regarding the following data collection items to Mellanie Jinnette at mjinnett@ed.sc.gov at 803-734-3605. Data collected for all 4-year-old programs and specifically for CDEPP evaluation:

PS Page	Field	Type of Data
Attendance	Absence Dates	Dates of student absences
Attendance	Absence Reasons	Absence reasons codes
EFA/EIA Classification	EFA Primary	The Primary EFA code in which student is enrolled: VH or HH only
EFA/EIA Classification	EIA 1	The Primary EIA code with which the student is enrolled: EC4 only
Test Scores	Test	Select appropriate screening: S1 or S2 based on program for district
Test Scores	Test Date	Date test administered
Test Scores > Edit Test Scores	Test Parts (Number and Percent)	Areas for testing; ie, Language Arts S1 or S2 raw score and percentile rank; Concepts S1 or S2, raw score and percentile rank, etc.
Test Scores > Edit Test Scores	Field for each score	
Demographics	Last Name	
Demographics	First Name	

Demographics	Middle Name	
Demographics	Gender	
Demographics	Student Number	PS number auto-assigned when student enrolls in district
Demographics	Mailing Address	
Demographics	City	
Demographics	State	
Demographics	Zip Code	
Demographics	Date of Birth (DOB)	
Demographics	Ethnicity	
SC Additional Student Information	Gen. (Jr., III, etc.)	Generation
SC Additional Student Information	English Prof	English Proficiency Level
SC Additional Student Information	Home Lang	The language used at the student's home and spoken by family members to each other.
SC Additional Student Information	SC IEP Ind.	Individualized Education Program. Yes/No field.
SC Additional Student Information	Transp Needed	Identify the type of transportation the student uses to attend school
SC Additional Student Information	Medicaid No	ID Assigned by Medicaid office
SC Additional Student Information	Migrant	Whether or not the student is migrant (check box)
Lunch	Lunch Status	Whether or not the student qualifies for free or reduced lunch program
SC State Information	State ID	STATE ID assigned by SCDE through SIF
New Special Program Enrollment	Program	Name of the program in which the student is active
New Special Program Enrollment	Grade Level	Grade of the student when active in a program
New Special Program Enrollment	Entry Date	Date student became active in program identified in the Special Program page
New Special Program Enrollment	Exit Date	Date student left the program identified in the Special Program page
New Special Program Enrollment	Exit Reason	Reason why the student left the program identified in the Special Programs page
Staff Menu > Edit Information	Last Name	
Staff Menu > Edit Information	First Name	
Staff Menu > Edit Information	MI	Middle Name
Staff Menu > Edit Information	ID	Teacher ID
Staff Menu > Edit Information	State Prid	State license or certification number – 6 characters
Staff Menu > Edit Information	Generation	
Transfer Information > Edit Current Enrollment	District of Residence	District student lives in
Transfer Information > Edit Current Enrollment	Grade Level	Grade enrolled in school
Homeless Student Information	Primary Night-time Residence	You MUST indicate the primary

		night-time residence for a student who is considered homeless.
--	--	--

EFA/EIA Classification Information Page

Start Page→Student Selection→ South Carolina State Information > EFA/EIA Classification

Read carefully the *South Carolina Pupil Accounting System* and the *South Carolina Student Accountability System* manuals provided by the Office of Finance for content questions concerning EFA (SC Education Finance Act of 1977) and EIA (Education Improvement Act of 1984) classification information for students.

PowerSchool

School: District Office Term: 11-12 Qtr 4

Start Page > Student Selection > South Carolina State Information > EFA/EIA Classification

EFA/EIA Classification

Amos, Test Student 5 14681 LMES

EFA Code Entry

EIA Code Entry

EFA History

EIA History

EFA Primary: EL - Elementary

Effective Start Date: 9/2/2011

EFA Secondary Codes

EFA 2: HO - Homebound

EFA 3:

EFA 4:

EFA 5:

EFA 6:

EFA 7:

EFA 8:

EFA 9:

EFA 10:

EFA History

Start Date	Stop Date	EFA Primary	EFA 2	EFA 3	EFA 4	EFA 5	EFA 6	EFA 7	EFA 8	EFA 9	EFA 10
08/18/2011		EL									

Submit

K - Kindergarten

P - Primary

EL - Elementary

HS - High School

AU - Autism

EM - Mental Disabi-Mild

EH - Emotional Disability

HH - Deaf/Hard Hearing

HO - Homebound

LD - Spfc Learning Disabi

OH - Orthopedic Impair

SP - Speech/Lang. Impair

TM - Mental Disabi-Mod

VH - Visual Impairment

V1 - Vocational 1(Gr9-12)

V2 - Vocational 2(Gr9-12)

V3 - Vocational 3(Gr9-12)

*OHI - Other Health Impair

*TBI - Traumatic Brain Inj

*PMD - Mental Disabi-Severe

*DD - Developmental Delay

EFA Classification

<p>EFA Primary (efa primary) [VirtualTablesData2]</p>	<p>{Finance: Mellanie Jinnette, 803-734-3605; Exceptional Children: TBD; Research and Data Analysis, Lisa Woodard, 803-734-8573}</p> <p>At the beginning of each new school year, the PS coordinator must run the EFA/EIA Initialization Process for SC which will set the default primary code and effective start date for each K-12 student enrolled at the time the initialization is run. <u>Note that this process DOES NOT “blank” the field values that are stored for INACTIVE students.</u></p> <p>For students enrolled after the EFA/EIA initialization has been run, an initial EFA code and effective start date must be entered manually. The effective start date must match the student’s initial enrollment date for the current school. (Review the definition for NO SHOWS to ensure you are coding students correctly.)</p> <p>Verify that the primary code is accurately reflecting the category that should be assigned to each student. A pupil whose program of instruction meets the criteria for more than one category shall be counted in the highest weighted category (Primary EFA). Each pupil must meet all qualifications, both general and specific, as set forth in this manual before he/she may be claimed in membership in one of the EFA pupil classifications.</p> <p>Four-year-old pre-kindergarten students who are classified as VH and HH disabled pupils are eligible for EFA funding. The Office of Finance uses only the primary EFA classification code to compile membership days for EFA funding. You may use only approved EFA codes listed above. Refer to the Office of Finance’s Pupil Accounting Manual located on their web page.</p> <p>The categories of Deaf-blindness and Multiple Disabilities should be reported in one of the approved EFA codes. Deaf-blindness should be reported as either HH or VH. Multiple Disabilities should be reported in the contributing disability category that has the highest weight.</p> <p>Note: The PowerSchool EFA/EIA Classification page includes four EFA Classifications for reporting purposes, in order to eliminate a paper data collection for DD, TBI, PMD, and OHI students. These are NOT considered “real” EFA Classifications: we are just trying to make it easier for you to report the data.</p> <p>These codes will roll into existing codes when you report Membership & Attendance data:</p> <ul style="list-style-type: none"> *TBI (Traumatic Brain Injury) has the same weighting as Orthopedically Impaired and will be rolled to OH. *PMD (Mental Disability-Severe) has the same weighting as Mental Disability - Moderate and will be rolled to TM. *OHI (Other Health Impaired) has the same weighting as Specific Learning Disability and will be rolled to LD. *DD (Developmental Delay) has the same weighting as Specific Learning Disability and will be rolled to LD.
--	--

EFA (2-10) <i>(efa_1, efa_2, etc.)</i> <i>[VirtualTablesData2]</i>	{Finance: Mellanie Jinnette, 803-734-3605; Exceptional Children: TBA; Research and Data Analysis, Lisa Woodard, 803-734-8573} The SCDE uses only the primary EFA classification code to compile membership days for EFA funding. EFA 2-10 may be completed for any additional conditions indicated in the list of appropriate EFA codes. Refer to the Office of Finance's Pupil Accounting Manual. See EFA Primary for the only EFA codes approved by the SCDE.
Effective Start Date (EFA Start Date) <i>(start_dt)</i> <i>[VirtualTablesData2]</i>	Enter the effective start date for the student.
Stop Date (EFA Stop Date) <i>(stop_dt)</i> <i>[VirtualTablesData2]</i>	Verify the stop date for the student. This field is automatically populated when a student's EFA Classification changes.
Homebound <i>Special note on HO - Homebound</i>	<p>The homebound code listed in the EFA selections specifically addresses MEDICAL situations for students and a physician's documentation must be on file for these students.</p> <p>The current State Board of Education regulation at 24 S.C. Code Ann. Regs. 43-241 (Supp. 2001) requires that a licensed physician certify that a student cannot attend school as a result of an accident, illness, or pregnancy, despite the aid of transportation but may profit from instruction given in the home or hospital.</p> <p>Medical homebound instruction refers to the educational services delivered to such a student. Any student participating in a program of homebound instruction or hospitalized instruction must be approved by the district superintendent or his/her designee using the revised Medical Homebound Instruction form (revised July 1, 2002) provided by the South Carolina Department of Education. All teachers providing medical homebound instruction to students domiciled in South Carolina must hold a valid South Carolina teacher's certificate.</p>

Several EFA internally stored data values are necessary to link student records but do not display on PowerSchool pages:

SC_School_ID <i>[VirtualTablesData2]</i>	YearID <i>[VirtualTablesData2]</i>
--	--

EFA and EIA Initialization

The initialization process must be run at the beginning of the school year **to clear both existing EFA and EIA codes and dates for the current school year**. This process will reset the EFA codes (No default code for pre-kindergartners, K, P, EL, or HS) for each student to a default EFA code based on each student's grade. All self-contained dates are also cleared. You should run this process only once per school year. EIA codes are all cleared.

Any student who is or was enrolled at any time in the current school year that has a Yes in the Include in State Reporting field is included in the initialization process. Student who are pre-enrolled are included if their enrollment dates fall within the selected school year, as determined by the student's enrollment status. Any school that has the TRUE value in the Exclude from State Reporting field is not included in the initialization process.

When the district-level PS admin runs the initialization process, all current year records are deleted in the EFA History file for the designated students in the selected schools. The initialization process will assign the date of the student's initial enrollment in the current school year.

NOTE: You must be aware that the initialization processes will NOT “blank out” field values stored for INACTIVE students. If as a PS administrator you re-enroll a student, you must manually remove data that are no longer applicable for the “initialized” Precode, Work-Based Learning, and EFA/EIA fields.

Initialization Setup Options:

- Verify that PowerSchool is set to the desired school year. Once started, this process cannot be stopped
- Indicate when you want the report to generate.
- Select each school you want to include in the initialization process. (Hold down the Ctrl key to select multiple schools in the list.) If you are a school user, you can run this process only for the schools to which you have access.
- Select “Yes” at the “Run for all schools” option to run the initialization process for all schools in your district. “No” is the default. If your user default access is District Office, you may select the Run for all schools option at the district building

When the process is complete, a report is generated that shows which schools the report was run for and the total number of students processed.

Details of EFA/EIA Default Codes

Field Name	Default Code
Effective Start Date	Assigns the date of the student’s initial enrollment in the current school year.
Effective Stop Date	Assigns a blank value.
EFA Primary	Assigns the EFA code corresponding to the student’s grade level.
EFA 2	Assigns a blank value.
EFA 3	Assigns a blank value.
EFA 4	Assigns a blank value.
EFA 5	Assigns a blank value.
EFA 6	Assigns a blank value.
EFA 7	Assigns a blank value.
EFA 8	Assigns a blank value.
EFA 9	Assigns a blank value.
EFA 10	Assigns a blank value.

The following table lists the default EFA primary codes with their corresponding grade level.

Grade Level	Default EFA Code
-1 (Pre Kindergarten)	No default code
00 (Kindergarten)	K
01-03	P
04-08	EL
09-12	HS

EIA Classification Page

PowerSchool

Start Page > Student Selection > South Carolina State Information > EFA/EIA Classification

EFA/EIA Classification

Ahl, Meagan Elizabeth 12 162695 PSE

EFA Code Entry **EIA Code Entry** EFA History EIA History

EIA Codes

EIA 1: EIA 2:

EIA 3: EIA 4:

EIA 5: EIA 6:

EIA 7: EIA 8:

EIA 9: EIA 10:

EIA History

Start Date	Stop Date	EIA 1	EIA 2	EIA 3	EIA 4	EIA 5	EIA 6	EIA 7	EIA 8	EIA 9	EIA 10	GT Art Discipline	GT Academic Area
------------	-----------	-------	-------	-------	-------	-------	-------	-------	-------	-------	--------	-------------------	------------------

Submit

Programs reported through the Student Accountability System are as follows:

- Gifted and Talented Program - Academic and Artistic

PowerSchool

Welcome, Louise Amos | Help | Sign Out

Start Page > Student Selection > South Carolina State Information > EFA/EIA Classification

EFA/EIA Classification

Ahl, Meagan Elizabeth 12 14661 LMES

EFA Code Entry **EIA Code Entry** EFA History EIA History

Effective Start Date: 9/5/2011 GT Artistic Discipline: V - Visual Arts GT Academic Area: B - Both ELA & Math

EIA Codes

EIA 1: GTA - Academic G&T EIA 2: GTR - Artistic G&T

EIA 3: EIA 4:

EIA 5: EIA 6:

EIA 7: EIA 8:

EIA 9: EIA 10:

EIA History

Start Date	Stop Date	EIA 1	EIA 2	EIA 3	EIA 4	EIA 5	EIA 6	EIA 7	EIA 8	EIA 9	EIA 10	GT Art Discipline	GT Academic Area
------------	-----------	-------	-------	-------	-------	-------	-------	-------	-------	-------	--------	-------------------	------------------

Submit

- Advanced Placement Program

Start Page > Student Selection > South Carolina State Information > EFA/EIA Classification

EFA/EIA Classification

Adams, Adarius McCarthy 12 650010017949 IHS

EFA Code Entry | EIA Code Entry | EFA History | EIA History

Effective Start Date: 9/5/2011

EIA Codes

EIA 1: AP 16 - Physics
 EIA 3: AP 3 - Biology
 EIA 4: AP 4 - Chemistry
 EIA 5: AP 5 - Computer Science
 EIA 7: AP 6 - English
 EIA 8: AP 7 - French
 EIA 9: AP 8 - German
 EIA 10: AP 9 - Amer Govt/Polit
 EIA 11: AP 10 - U.S. History
 EIA 12: AP 11 - European History
 EIA 13: AP 12 - Latin
 EIA 14: AP 13 - Calculus AB
 EIA 15: AP 14 - Calculus BC
 EIA 16: AP 15 - Physics
 EIA 17: AP 16 - Physics
 EIA 18: AP 17 - Spanish
 EIA 19: AP 18 - World History
 EIA 20: AP 19 - Economics
 EIA 21: AP 20 - Environmental Science
 EIA 22: AP 21 - Psychology
 EIA 23: AP 22 - Statistics

EIA 2:
 EIA 4:
 EIA 6:
 EIA 8:
 EIA 10:

EIA History

Start Date	Stop Date	EIA 1	EIA 2	EIA 3	EIA 4	EIA 5	EIA 6	EIA 7	EIA 8	EIA 9	EIA 10	GT Art Discipline	GT Academic Area
09/01/2011													

Submit

© 2005 - 2013 Pearson Education, Inc. or its affiliate(s). All rights reserved.

- Three and Four Year Old Early Childhood Program

Start Page > Student Selection > South Carolina State Information > EFA/EIA Classification

EFA/EIA Classification

Ackerman, Camden James -1 16895 HEC

EFA Code Entry | EIA Code Entry | EFA History | EIA History

EIA Codes

EIA 1: EC4 - 4 Year Olds
 EIA 3:
 EIA 5:
 EIA 7:
 EIA 9:

EIA 2:
 EIA 4:
 EIA 6:
 EIA 8:
 EIA 10:

EIA History

Start Date	Stop Date	EIA 1	EIA 2	EIA 3	EIA 4	EIA 5	EIA 6	EIA 7	EIA 8	EIA 9	EIA 10	GT Art Discipline	GT Academic Area
09/01/2011		EC4											

Submit

All codes listed in PS dropdown for EIA:

AP 3 - Biology
 AP 4 - Chemistry
 AP 5 - Computer Science
 AP 6 - English
 AP 7 - French
 AP 8 - German
 AP 9 - Amer Govt/Politic
 AP 10 - U.S. History
 AP 11 - European History
 AP 12 - Latin
 AP 13 - Calculus AB
 AP 14 - Calculus BC
 AP 16 - Physics
 AP 17 - Spanish
 AP 18 - World History
 AP 19 - Economics
 AP 20 - Environmental Science
 AP 21 - Psychology
 AP 22 - Statistics
 AP 23 - Human Geography
 AP 25 - AP Other Academic
 AP 26 - Chinese Lang & Cul
 AP 27 - Japanese Lng & Cul
 AP 1 - History of Art
 AP 2 - Studio Art
 AP 15 - Music
 AP 24 - AP Other Artistic
 EC3 - 3 Year Olds
 EC4 - 4 Year Olds

EIA (1 – 10) <i>(eia_1)</i> <i>(efa_2)</i> <i>(etc.)</i> <i>[VirtualTablesData2]</i>	The EIA Code Entry tab is used to record EIA information for students. <ul style="list-style-type: none"> Students who are eligible and served under one or more of the EIA programs or subjects should have the appropriate code and entry date recorded in the EIA Code Entry page. Each student in Pre-kindergarten should be given an EIA code of EC3 or EC4. (These codes should be used for 3- and 4-year old students enrolled in either a full day or half day program.)
Effective Start Date (EIA Start Date) <i>(START_DT)</i> <i>[VirtualTablesData2]</i>	Enter the effective start date for the student. This is generally the first date in the new school year for students participating in EIA programs.
Stop Date (EIA Stop Date) <i>(STOP_DT)</i> <i>[VirtualTablesData2]</i>	Enter/verify the effective stop date for the student. For specific questions pertaining to a stop date for EIA, review the <i>South Carolina Student Accountability System</i> manuals provided by the Office of Finance or contact this office.
GT Academic Area <i>(SC_GT_Artistic_Discipline)</i> <i>[VirtualTablesData2]</i>	The EIA (funding) codes are based on how the student is served. So, if a student does not participate in a particular year, that student is not coded in this category. ONLY students who are properly served are coded in the GT Academic Area as follows: <ul style="list-style-type: none"> E – ELA Served in a GT ELA Class M – Math Served in a GT Math Class B – Both ELA & Math Served in Both ELA and Math classes I – Interdisciplinary Served in a class whose curriculum is more interdisciplinary in nature versus mainly math or ELA. O – Other Area Served in Social Studies and/or science or other area <p>NOTE: If the student is served in the four core areas or some variation, select BOTH.</p>

GT Artistic Discipline <i>(SC_GT_Academic_Area)</i> <i>[VirtualTablesData2]</i>	<p>The EIA (funding) codes are based on how the student is served. So, if a student does not participate in a particular year, that student is not coded in this category. ONLY students who are properly served are coded by area served, GT Artistic Discipline(s) as follows:</p> <ul style="list-style-type: none"> • V – Visual Arts • D – Dance • R – Drama • M – Music • O – Other (Any combination of the above, other integrated arts programming, or anything that does not exactly fit into the four main categories.
--	---

General Demographics Page

Start Page→Student Selection→Demographics

General Demographics

Amos, Test Student 5 1481 LINES

Name (Last, First Middle) Amos, Test Student

Home Address

Street, Apt/Suite 115 AppleGrove Rd

City, State, Zip Appleby SC 29999

Geocode Lat: 34.11044, Long: -81.272111

Validate

Mailing Address - Copy From Home Address

Street, Apt/Suite 140 Brady Rd

City, State, Zip Chapin SC 29636

Geocode Lat: 34.11044, Long: -81.272111

Validate

Home phone 803-455-5656

Age 12 yrs 9 months

Aggregate days of membership (YTD) 207

Area/neighborhood

DOB 3/15/2001

Federal Ethnicity and Race

Ethnicity Yes No Is the student Hispanic or Latino?

Race Asian Black or African American American Indian or Alaska Native Native Hawaiian or Other Pacific Islander White

Scheduling/Reporting Ethnicity White (W)

Father (last, first) Amos, Mercy Ma

Father's Day Phone 803-455-5656

Father's Employer Jeff Employed, Electrical Engineer

Father's Home Phone 803-455-5656

Gender Male

Grade Level 5

Graduation Year 2019

Guardianship

Guardian Email amosmercy@gmail.com

Mother (last, first) Amos, Mercy You

Mother's Day Phone 803-455-5656

Mother's Employer Domestic Family Servant

Mother's Home Phone 803-455-5656


Previous Student ID

SSN

Student Number 109678

Ethnicity: You must select Yes or No.
Race: You must select one; you may select more than one.

Student Name Last (<i>Last_Name</i>) First (<i>First_Name</i>) Middle or MI (<i>Middle_Name</i>) <i>[Students(1)]</i>	<p>{ { Research and Data Analysis (PowerSchool Information and Data Warehouse Administration; Cynthia Hearn, 803-734-8269; Medicaid; Shelley McGeorge, PhD., Ph.D., 803-734-3698) }</p> <p>Enter the student's name as indicated using the <u>birth certificate</u> as your official source. If a birth certificate is not available, use an official document sanctioned by your district/school policies.</p> <p>DO NOT ENTER a nickname in quotation marks! Use the SC Additional Information Page to enter a Nickname or an Alias for the student's name.</p>
Home (Physical Address) Street (<i>Street</i>) City (<i>City</i>) State (<i>State</i>) Zip (<i>Zip</i>) <i>[Students(1)]</i>	<p>{ { Research and Data Analysis (PowerSchool Information, Data Warehouse Administration); Cynthia Hearn, 803-734-8269; Medicaid; Shelley McGeorge, PhD., Ph.D., 803-734-3698) }</p> <p>Enter the street address where the student physically resides. These fields are also found on the Addresses page.</p>

Mailing Address Street (<i>Mailing_Street</i>) City (<i>Mailing_City</i>) State (<i>Mailing_State</i>) Zip (<i>Mailing_Zip</i>) <i>[Students(1)]</i>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269} Enter the address where the student receives mail. We are more interested in the student's mailing address than the residence address. The SCDE uses the mailing address to determine the number of report cards to produce. These fields are also found on the Addresses page.
DOB <i>(DOB)</i> <i>[Students(1)]</i>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269} Enter and verify the date of the student's birth: mm/dd/yyyy format. Be careful not to enroll students who have not yet been born. Also, be careful of students who are 30 or 40 years of age.
Ethnicity <i>(FedEthnicity)</i> <i>[Students(1)]</i>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269} Ethnicity If the student is Hispanic or Latino, select the checkbox labeled "Yes." The default is "No."
Race (Codes) <i>(RaceCd)</i> <i>[StudentRace(201)]</i>	Race Codes Select all applicable checkboxes from the "Race" area. The following is the logic used for the five racial categories for the State Report Card: The priority order by race is H, B, I, A/P or W. Students are counted only one time and if multi-racial only for the race that has the highest priority. If Hispanic/Latino Indicator = 1, then Race = H; Else, if RaceB = 1, then Race = Black; Else, if RaceI = 1, then Race = American Indian; Else, if RaceA or Race P = 1, then Race = Asian/Pacific Islander; Else, if RaceW = 1, then Race = White; There is no multi-racial category currently being calculated for State Report Card calculations.
Scheduling/Reporting Ethnicity <i>(PrimaryEthnicity)</i> <i>[Students(1)]</i>	<u>For district use:</u> Select an appropriate scheduling/reporting ethnic code. The parent should provide the primary ethnicity upon registration or verification of the child's data. If a parent or guardian does not or refuses, then the student can indicate the ethnicity and race. The following are the only federally approved ethnic codes to use (note that a <u>blank is an invalid value for PowerSchool</u>): <ul style="list-style-type: none"> • American Indian (I) • Asian (A) • Black or African American (B) • Hispanic or Latino (H) • Hawaiian or Other Pacific Islander (P) • Two or More Races (M) • White (W) *Note: SCDE offices no longer collect the value entered for the Scheduling/Reporting Ethnicity field. However, schools will need to populate this field since scheduling/reporting ethnicity codes are used to collect individual student and staff level ethnicity data for scheduling and preconfigured reporting within the PowerSchool tool.
Gender <i>(Gender)</i> <i>[Students(1)]</i>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269} Select the appropriate gender for the student: F – female or M – male.
Grade Level <i>(Grade_Level)</i> <i>[Students(1)]</i>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269; Exceptional ChildrenTBD} Enter the grade level to which the student is assigned for this school. If a student is assigned to a school for which the grade level cannot accurately display the student's "correct" grade level, then <u>assign the highest grade level in the range for this specific school</u> . <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Special Note </div>  Note: Some special programs to which students are assigned are offered at physical locations different from the student's home school; therefore, grade levels for the other location cannot correctly indicate true grade level. For these students, enter the student's "True Grade" field on the SC Additional Student Information page.
Graduation Year	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269}

Graduation Year [Students(1)]	Enter the <u>projected</u> year the student will complete requirements for graduation. Note: A similar field, Grad Date (SC_GradDate) is displayed on the custom SC Additional Student Information Page and is a field listed for quarterly collections (QDC 1-4). This SC_GradDate field is linked to the “Graduation Date” information for SC high school transcripts. This SC_GradDate is necessary for the final transcript archived at the end of a student’s career in the high school.
SSN (SSN) [Students(1)] <i>SCDE does not require that you populate this field; however, if you enter an accurate data value you will get better results if you need to match the Student State ID.</i>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269} Enter a valid SSN for the student. This data element must be the identification number assigned to <u>this</u> student by the Social Security Administration. It should <u>not</u> be a sibling’s SSN, a parent’s SSN or a fictitious SSN. Leave the field blank if an accurate SSN is not available. Carefully consider security and user access to this field. Note: A district may not deny a student enrollment due to the lack of proof of immigration status, and a district should not request that information of the parent. Specifically, Social Security Cards or numbers are not required, nor must parents be required to present South Carolina drivers licenses for their proof of residency. Student Social Security Numbers, when available, are used for data analyses purposes only and are never published as part of any reports released by the SC Department of Education.
Student Number (Student_Number) [Students(1)]	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269} This is a 5-digit PowerSchool number, automatically assigned during enrollment of a student entering a school. Note that during the conversion process from SASI to PS, some districts chose to keep the perm number that was assigned by the SASI software for their students; thus for some students a 12-digit number may populate this field.
Previous Student ID (prevstudentID) [Students(1)]	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269} Enter a student number previously used for identification, especially for testing (Assessment) purposes.

Health Page (Log Entries)

Start Page→Student Selection→Log Entries→Log Entry (New Log Entry or Edit Log Entry)

The SCDE provided a custom health page in order to preserve data for students from the SASI system during the conversion phase of PowerSchool. Data values for health-related issues are NOT collected for SCDE reporting. The standard set of codes listed below allows for more consistent internal reporting by district or school administrators.

Subtype SCDE does not collect these data values.	[Office of Nutrition, School Nurse Consultant: Cathy Young-Jones, 803-734-3944]	
	The following are the only health codes standardized by the SCDE:	
	Code	Description
	ADHD	Att. Deficit/Hyperactivity
	ALD	Allergic to Drugs
	ALF	Allergic to Foods
	ALI	Allergic to Insects
	ALO	Other Allergies
	AN/BU	Anorexia/Bulimia
	ANA	Anaphylaxi
	ASM	Asthma
	AUT	Autism
	BI	Back Injury
	BLD	Other Blood Disorder
	BPM	Blood Pressure Monitoring
	BRE	Breathing Problems
	BRK	Broken Bone
	CF	Cystic Fibrosis
	CHA	Cold/Hay fever/Allergies
	CHEST	Chest Pain
	CMV	Cytomegalovirus
CNSNT	Parental Consent Form	

		COUGH	Cough	
		CP	Cerebral Palsy	
		DEN	Dental Injury	
		DIA	Diarrhea	
		DIZZY	Dizziness	
		DM	Diabetes Monitoring	
		DM1	Diabetes, Type 1	
		DM2	Diabetes, Type 2	
		DOWNS	Down Syndrome	
		DP	Diabetes Problem	
		EAR	Ear Problem	
		EINJ	Eye Injury	
		EPI	Epilepsy (Seizures)	
		EYE	Eye Problem	
		FAC	Facial Problem	
		FAINT	Fainting (Syncope)	
		FEVER	Fever	
		FLU	Flu Symptoms	
		FRAC	Fracture	
		GENET	Genetic Disorders, Other	
		HEAD	Headache	
		HEADI	Head Injury	
		HEO	Hemophilia	
		HEPB	Hepatitis B	
		HI	Hearing Impaired	
		HL	Head Lice	
		HRE	Heat Related Emergency	
		HRTF	Functional Heart Murmur	
		HRT0	Other Heart Problems	
		HTN	Hypertension	
		HYCEP	Hydrocephaly	
		IBS	Irritable Bowel Syndrome	
		INS	Insect Bite/Sting	
		JF	Jammed Finger	
		KIDN	Kidney or Bladder Problem	
		LACE	Laceration	
		LEAD	Lead Poisoning	
		Malig	Malignant Disease	
		MC	Menstrual Cramps	
		MED	Other Medical Condition	
		MEDP	Medication Problem	
		MIGH	Migraine Headaches	
		MIS	Minor Injury to Skin	
		MS	Multiple Sclerosis	
		MSC	Miscellaneous	
		MUDYS	Muscular Dystrophy	
		MUSP	Musculoskeletal Pain	
		NEURD	Neuromuscular Disease	
		NOSE	Nosebleed	
		NVOM	Nausea/Vomiting	
		OBP	OB Problem	
		OD	Orthopedic Disability (P)	
		OIC	Other Injury/Condition	
		OTHER	Other Minor Complaint	
		PC	Paper Cut	
		PHP	Personal Hygiene Problem	
		PPW	Pencil Puncture Wound	
		PREG	Pregnancy	
		PSY	Psychiatric Emergency	

		PSYCH	Psychiatric Disorder	
		RASH	Rash (Diag)	
		RE	Respiratory Emergency	
		RENWL	Medicaid Renewal Form	
		REST	Restroom Privileges	
		RHEUA	Rheumatoid Arthritis	
		SA	Sexual Assault	
		SACHE	Stomach Ache	
		SCR	Scrape	
		SEIZ	Seizures	
		SKE	Sickle Cell	
		SLE	Systemic Lupus	
		SORE	Sore	
		SPBIF	Spina Bifida	
		SPL	Splinter	
		SS	Sprain/Strain	
		ST	Sore Throat	
		SUBAB	Substance Abuse	
		TBI	Traumatic Brain Injury	
		TBO	TB Booster	
		THY	Thyroid Disorder	
		TOOTH	Toothache	
		ULC	Ulcers	
		VI	Visually Impaired	

Historical Grades Page

Start Page→Student Selection→Historical Grades

Programs requiring measurement of yearly progress can use Course History as one method of measurement.

Note: Final grades greatly impact a student's final transcript which is often used to determine a student's acceptance into colleges, universities, tech schools, or other higher learning institutions. This report also serves as a basis upon which scholarships are granted. Therefore teacher verification of any grade data for accuracy is extremely important. Using the Stored Grades process in PowerSchool automates the movement of final term grades from the PowerTeacher grade book to PowerSchool, eliminating any manual data entry for such grades.

However when a student transfers into a school from outside the district or state, the guidance counselor or registrar must evaluate the student's transcript and match as closely as possible the courses and grades, etc. provided by the previous school. It is critical that ANY data values manually entered are verified for accuracy prior to printing reports for any reason.

Edit Stored Grade

Change history [6/21/07-09:26:17 PM-u0-s100]Created by store grades
[6/22/11-02:06:31 PM-u753-s100]Modified; Credit Type old=ART new=HE

Page 39

Store code (StoreCode) [Storedgrades(31)]	The store code appears based on the setup for grades.
Hist(orical) grade level (Grade_Level) [Storedgrades(31)]	The grade level in which the student enrolled in the course.
Course name (Course_Name) [Storedgrades(31)]	{Federal and State Accountability: Darlene Prevatt, 803-734-3477} SCDE provides the Short Course Title for the Course Name field. Reference the Activity Codes Manual for accurate codes for this course name.
Course number (Course_Number) [Storedgrades(31)]	The number of the course (or course code) for which the student earned the grade.
Teacher name (Teacher_Name) [Storedgrades(31)]	This should be the name of the teacher of the course section.
Grade (Grade) [Storedgrades(31)]	Indicates the final grade earned by the students for this course. Note: The grade does not automatically change with the percentage and vice versa. If the situation should arise that you edit a stored grade (VERY UNUSUAL and must be documented carefully to avoid legal issues), you must also manually change the percent field to match.
Percent (Percent) [Storedgrades(31)]	You can enter the percent grade the student earned.
Earned credit hours (EarnedCrHrs) [Storedgrades(31)]	Indicates the number of credit hours the student received for passing the course; a failing grade (69 or below) must have a zero for earned credit.
Potential credit hours (PotentialCrHrs) [Storedgrades(31)]	Enter the total number of credit hours the student could have earned in the course.
Credit type (Credit_Type) [Storedgrades(31)]	<p>Verify the subject area and grade level codes used for each course.</p> <p>Credit Types allow courses to be grouped together. Each course can be associated with one or more credit types. Listed below are credit types specific to South Carolina schools (primarily for high school courses) for both subject and grade levels:</p> <ul style="list-style-type: none"> • A – English/Language Arts • C – Mathematics • E – Science • H – US History and Constitution • J – Economics • K – US Government • L – Other Social Studies • P – Physical Ed or Jr ROTC • R – Computer Science – Keyboard • T – Foreign Language or CATE • X – Electives • ES – Elementary School • MS – Middle School • HS – High School (Optional – MS for Middle School; ES, Elementary) <p>Note: for more information on credit types for SC courses and activities, review SCDE PowerSchool Tech Note #25, November 2010 Update.</p>

Exclude from GPA? (ExcludeFromGPA) [Storedgrades(31)]	Select the option to either include or exclude the grade from the GPA calculation for this student.
Exclude from class rank? (ExcludeFromClassRank) [Storedgrades(31)]	Select the option to either include or exclude the grade from the class rank for this student.
Exclude from honor roll? (ExcludeFromHonorRoll) [Storedgrades(31)]	Select the option to either include or exclude the grade from the honor roll for this student.

Homeless Student Information Page

Start Page→Student Selection→Custom Screens→Homeless Student Information

The Homeless Status section data collection has been simplified by removing the homeless indicator checkbox. Homeless status will be indicated by the value in the primary nighttime residence field, which will be left blank (default) for students who are NOT homeless.

Prior to start of a new school year, you should clear the contents of the homeless related data fields that reside on the “Homeless Student Information” custom page. Once coded as homeless, a student’s status remains as such for the duration of the current school year. The status must then be return to “blank” at the start of the new school year. This process of resetting homeless codes may be accomplished via the use of DDE. The homeless related fields are named as follows:

- SC_Unaccomp_Youth
- SC_McKinney_Vento_Serv
- SC_Night_Residence

PowerSchool

School: District Office Term: 13-14 Year

Start Page > Student Selection > Homeless Student Information

Homeless Student Information

Primary Night Time Residence (At the time of the initial identification of homelessness) (blank)

Served by McKinney-Vento (blank) - No

Unaccompanied youth (blank) - No

Primary Night Time Residence

Submit

Primary Night Time Residence (At the time of the initial identification of homelessness)

Unaccompanied youth

(blank)

S-Shelters, transitional housing, awaiting foster care

D-Doubled-up means sharing the housing of other persons (friends, relatives) due to economic hardship, loss of housing or other reasons (such as domestic violence)

U-Unsheltered (e.g., cars, parks, campgrounds, temporary trailers including FEMA trailers, or abandoned buildings)/Substandard

H-Hotels/Motels

Submit

Served by McKinney-Vento <i>(SC_McKinney-Vento_Serv)</i> <i>[Students(1)]</i>	{Federal & State Accountability (Special Populations): Linda Mirabal-Pace, lpance@ed.sc.gov, 803-734-6010} This selection IS collected by SCDE for federal reporting. Drop-Down selections for Served by McKinney-Vento: (1) the default of “blank” means No (2) Y means Yes. Select Yes for students who are receiving services under the McKinney-Vento Program; otherwise, the field remains blank (default).
Primary Nighttime Residence <i>(SC_Night_Residence)</i> <i>[Students(1)]</i>	{Federal & State Accountability (Special Populations): Linda Mirabal-Pace, lpance@ed.sc.gov, 803-734-6010} Homeless status will be indicated by the value in the primary nighttime residence field, which will be left blank (default) for students who are NOT homeless. The primary nighttime residence should be the student’s nighttime residence at the time of enrollment or when he or she was first identified as homeless. Select the primary nighttime residence for the student from permitted values below: <ul style="list-style-type: none"> • S – Shelters, transitional housing, awaiting foster care • D – Doubled-up means sharing the housing of other persons due to economic hardship, loss of housing or other reasons (such as domestic violence). • U – Unsheltered includes cars, parks, campgrounds, temporary trailers including FEMA trailers, or abandoned buildings • H – Hotels/motels
Unaccompanied youth <i>(SC_Unaccomp_Youth)</i> <i>[Students(1)]</i>	{Federal & State Accountability (Special Populations): Linda Mirabal-Pace, lpance@ed.sc.gov, 803-734-6010} Select Yes from the drop-down list; otherwise, the field should remain blank (default). A homeless unaccompanied youth is a youth who is not in the physical custody of a parent or guardian and who fits the McKinney-Vento definition of homeless. There is no age range specified for an unaccompanied youth in the law. The upper age range is determined by what a state defines as school aged, unless the child is in special education in which case, the upper age range is twenty-one (21) years of age. There is no lower age range. Therefore, as an example, a young child not in the physical custody of a parent or guardian, though living with a caregiver, and is living in a situation that is not fixed, regular, and adequate, would be identified as a homeless unaccompanied youth.

IGP Page

Start Page→IGP Student Selection→Success Planner→IGP Home

The customized PowerSchool tools through which you enter data values for data collection purposes include the IGP Curriculum Manager and the IGP Success Planner. You can download the guides that provide step-by-step instructions for using the tools from the web pages: <http://ed.sc.gov/agency/programs-services/174/Pathways/Counselors.cfm>

- IGP Curriculum Manager User’s Manual (December 2012)
- IGP Success Planner Guidance Personnel User’s Manual (December 2012)

Reference PowerSource for the latest technical documentation that may include the following:

- 68118 – SC IGP Data Dictionary (Published 11/26/2012)
- 68078 – SC IGP Upgrade Guide (Published 11/18/2012 and Modified 4/17/2013)
- 7678 – South Carolina Individual Graduation Planner (IGP) (Published 11/26/2012)
- 7649 – South Carolina IGP (Published 10/22/2012 and Modified 12/3/2012)

Your SCDE points of contact in the Office of Student Intervention Services are the following: Ms. Sherry R. Williams, 803-734-6267 or srwillia@ed.sc.gov; Dr. Sabrina Moore, call 803-734-8433 or email smoore@ed.sc.gov

For background information you can review documentation provided on the SCDE website: The Education and Economic Development Act (EEDA), "Personal Pathways to Success" is a program designed to better prepare South Carolina students for the workforce and post-high-school education through early career planning and an individualized curriculum.

IGP is Locked

(user_defined_numeric)

[VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']

Select to lock the IGP.

Note: Data cannot be collected from locked IGPs; however, data can be collected from IGPs that have been locked AND made primary.

IGP Step 1:

Start Page→Student Selection→IGP Home→Individual Graduation Plan

Plan Name

Step 1 Tab

(Title)

[VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']

Enter the name of the IGP.

Academic Year Step 1 Tab <i>(Academic_Year)</i> [VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']	Enter the school year in which the IGP was -created. For example, the IGP created in 2012-2013 for the 2013-14 school year will have a value of 2012.
In Attendance Step 1 Tab <i>(In_Attendance_Type)</i> [VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']	Enter the names of the persons in the IGP meeting.
Participation Venue Step 1 Tab <i>(Participation)</i> [VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']	Enter the selection from the dropdown; the venues are stored in the CAS_IGP_LU_Participation table.
Career Goal Step 1 Tab <i>(Career_Goal)</i> [VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']	Enter the career goal of the student.
Postsecondary Plans Step 1 Tab <i>(user_defined_text)</i> [VirtualTablesData2 where related_to_table = 'CAS_IGP_LU_Participation']	Enter selection; i.e., Military, Two-Year College/Technical Training, Four-Year College, or Workforce/Apprenticeship. You may choose zero to all options.

IGP Step 2:

Start Page→Student Selection→IGP Home→Individual Graduation Plan

Cluster Step 2 Tab <i>(Cluster)</i> [VirtualTablesData2 where related_to_table = 'CAS_IGP_LU_AreaOfStudy']	Select the unique id from the CAS_IGP_LU_Cluster Table.
Academy Step 2 Tab <i>(Academy)</i> [VirtualTablesData2 where related_to_table = 'CAS_IGP_LU_AreaOfStudy']	Select the unique id from the CAS_IGP_LU_Academy Table.
Major Step 2 Tab <i>(Major)</i> VirtualTablesData2 where related_to_table = 'CAS_IGP_LU_AreaOfStudy']	(Step 2): Select the name of the major aligned with the cluster the student has chosen.

IGP Step 4:

Start Page→Student Selection→IGP Home→Individual Graduation Plan

Individual Graduation Plan
 Bryant, Skylar Carol 12 370000220750 LHS
 Step 1 Step 2 Step 3 Step 4 IGP Resources

Interests from Career Exploration and Planning

Link	Description
Occupations	<input type="text"/>
Entrepreneurship Interests	<input type="text"/>
Postsecondary Majors	<input type="text"/>
Postsecondary Schools	<input type="text"/>
South Carolina Colleges and Universities	http://www.chs.sc.gov/infoCntr/Coll_Univ.htm
South Carolina Occupational Information System	https://sccis.intocareers.org
Planning Notes	Alternate Courses: Intro. to Horticulture, Animal Science
Parent/Guardian Signature	

Save without Locking Save and Lock

(Select) Academy Step 4 Tab <i>(Occupations)</i> <i>[VirtualTablesData2 where related_to_table = "User_Defined_Text"]</i>	Enter the Academy name.
Postsecondary Majors Step 4 Tab <i>(Postsecondary_Majors)</i> <i>[VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']</i>	(Step 4): Indicate the majors the student is considering pursuing in college.
Occupations Step 4 Tab <i>(Occupations)</i> <i>[VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']</i>	Enter the occupations the student is considering.
Postsecondary Schools Step 4 Tab <i>(Postsecondary_Schools)</i> <i>[VirtualTablesData3 where related_to_table = 'CAS_IGP_Master']</i>	Enter the schools the student is considering attending upon graduation from high school.

Immunization Page

Start Page→Student Selection→Custom Pages→Immunizations

The SCDE provided a custom page for immunizations in order to preserve data for students from the SASI system during the conversion phase of PowerSchool. Data values for Immunization are no longer collected for SCDE reporting. However, districts or school administrators may use this page for entering information for internal school/student reports to ensure DHEC regulations are followed.

The school and childcare immunizations are available on the SC DHEC webpage at:

<http://www.scdhec.gov/health/disease/immunization/requirements.htm>

<p>Immunizations</p> <p>SCDE does not collect these data values.</p>	<p>{Office of Nutrition, School Nurse Consultant: Cathy Young-Jones, 803-734-3944 }</p> <p>The displayed vaccinations and dosages are the only vaccinations that have been standardized by the SCDE. You should use the exact Vaccination Number for these vaccinations in order to report data in a standard format. If you have added any vaccinations within your district, your Vaccination Numbers cannot conflict with these..</p> <p>Enter the dates of the student's vaccinations using the format mm/dd/yyyy or mm-dd-yyyy. If you do not use this format, an alert appears. If you submit the date with an incorrect format, the date field is submitted as a blank entry</p>
--	---

Incident Management Page

Start Page→Student Selection→Incidents→Incident List

Data values reported in Incident Management Pages in PowerSchool are required to complete federal and state reporting through the offices of Research and Data Analysis and Student Intervention Services. Incident Details are defined in the Incident Management documentation posted on the SCDE Office of Student Intervention's web pages. These guides provide step by step instructions on how to enter your data values:

- PowerSchool Incident Management User Training and Reference Guide (September 2013) (1.5 Mb PDF)

- Incident Management Training (September 2013) (699 Kb PDF)
- Incident Management Frequently Asked Questions (177 Kb PDF)

Over the years data requirements may change to meet additional federal and state regulations. Please reference the setup and use of the details using the most current information. Your contacts for content questions are as follows:
 Sabrina Moore, Director, Student Intervention Services, 803-734-8433, smoore@ed.sc.gov
 Aveene Coleman, Education Associate, Student Intervention Services, 803-734-3057, acoleman@ed.sc.gov
 Kim Smith, Education Associate, Student Intervention Services, 803-734-8113, kwsmith@ed.sc.gov, and the Office of Exceptional Children.

You will note these 2013-14 changes in the September 2013 SC State Reporting release:

- **Action code – CCS (Concurrent Suspension)**
- **Action code – REX (Recommended for Expulsion)**
- **Sub code 012 Harassment:**
 - **HSR – Due to Race of Victim**
 - **HSD – Due to Disability of Victim**
 - **HSG – Due to Gender of Victim**
 - **HSE – Due to Religion of Victim**
 - **HSU – Other/Unknown**

You may NOT create additional incident sub-codes in the Incident Management system. If you have suggestions for any specific type of incident not already covered in the provided list, contact SCDE Student Intervention Services.

NOTE: Individual entry per student is required for accurate truancy reporting. **Please do NOT** use one code entry instance for multiple student entries for truancy incidents. This practice does not adhere to written SCDE procedure and provides invalid truancy summary data for edFACTS and other state and federal reporting. This is true for any incident for an individual student.

However, when two or more offenders are involved in the same incident, all students are added to the one incident you are reporting. Refer to the above listed FAQ document for more specific scenarios.

Incident Details

11

Incident Description

Incident ID: 11777

View Change History

School			
Incident Type	Discipline^		
Incident Date	10/11/2013	(MM/DD/YYYY)	Time: 01:15 PM
Time Frame	During School Hours^	DCL-During Class^	
	<div>Time Frame Comment</div> <div></div> <div>512 characters left</div>		
Title	Threatening other students		
Description	<p>threatened to beat up another student. Principal pulled 3 students in the office to discuss the situation and get the facts. Students were warned to stay away from each other and stay on task. Fighting on campus would not be tolerated. Any further issues were to be brought to the office rather than handled in the classroom.</p>		
Location	Classroom^		

School (School_Number) [Incident]	Action Code (Lu_Sub_Code_ID where Code_Type = 'actioncode') [Incident_Detail]
ID (Incident_ID) [Incident]	Behavior Code (Lu_Sub_Code_ID where Code_Type = 'behaviorcode') [Incident_Detail]
Incident Number (incidentid) [Incident]	Location Code (Lu_Sub_Code_ID where Code_Type = 'locationcode') [Incident_Detail]
Incident Date (incident_ts) [Incident]	Incident Type (Lu_Sub_Code_ID where Code_Type = 'incidenttypecode') [Incident_Detail]
Duration Code (Lu_Sub_Code_ID where Code_Type = 'durationcode') [Incident]	Primary Behavior (Primary_incindicator) [Incident_Detail]
Time Frame (Lu_Sub_Code_ID where Code_Type = 'timecode') [Incident]	Participation Attributes (Incident_Person_Role_ID) [Incident_Personal_Detail]
Object code (Incident_Object_ID) [Incident_Object]	Person Marked as Unknown (IS_Unknown) [Incident_Person_Role]

Lunch Page

Start Page→Student Selection→Lunch

Lunch Status

(LunchStatus)

[Students(1)]

(Free/Reduced Meals Program)

[Research and Data Analysis, Cynthia Hearn, 803-734-8269]

The Meals drop-down field allows you to indicate whether the student is eligible or not eligible for free or reduced price meals. A blank is an invalid value. You must select one of the following:

- P – Full Pay
- R – Reduced
- F – Free

Other Information Page

Start Page →Student Selection→Other Information

Primary Language Code

(primarylanguage)

[Students(1)]

[Early Childhood: Mellanie Jinnette, 803-734-3605]

Enter the primary language in which student is most fluent. Use only those language codes that have been standardized by the SCDE:

	<ul style="list-style-type: none"> • Blank - English • ARB - ArabicCMB - Cambodian • CNT - Cantonese • FRN - French • GJR - Gujarati • GRM - German • HMN - Hmong • HND - Hindi • JPN - Japanese • KRN - Korean • MND - Mandarin • OTH - Other • PRT - Portuguese • RSN - Russian • SPN - Spanish • TGL - Tagalog • VTN – Vietnamese
Date of Entry into US <i>(Dateofentryintousa)</i> <i>[Students(1)]</i> SCDE does not collect this data value.	{ Research and Data Analysis (PowerSchool Information, Data Warehouse Administration) , Technology Services Web Support , and Cynthia Hearn, 803-734-8269} You should ignore this field (current federal guidelines). Instead you will need to populate the “US Sch Entry Date,” a custom field specific to SC data collection located on the SC Additional Student Information page.
Exclude from Class Ranking <i>(Exclude_fr_rank)</i> <i>[Students(1)]</i>	{ Research and Data Analysis (PowerSchool Information, Data Warehouse Administration) , Technology Services Web Support , and Cynthia Hearn, 803-734-8269} Check this box for students who should <u>not</u> be included in the class rank. You must know when to use this box for filtering groups/students. NOTE: When filtering student records for your list of potential SC scholarship recipients, do not check this box for students whose Diploma Type value is “State of SC Diploma.” Check this box for students whose SC Diploma type value is “State of SC Certificate” or “District Non-Diploma Document.” You will find the Diploma Type field on the SC Additional Student Information page.

Parents (or Guardian Information)

Start Page → Student Selection → Parents

Since a student may live with one of several persons during a given time span depending on home and family circumstances, you will want to populate fields with data values most current and appropriate for the safety and security of the student. Complete the cells with information that will assist school personnel with a student’s well-being. You may need to include the information for mother, father, and / or guardian (s). Currently there are several pages that provide fields in which you can enter necessary information for contacting persons responsible for the student.

The Parents Page is a base PowerSchool page that provides a location for parent or guardian information. When you enroll a new student (Enroll a New Student Page) in PowerSchool, you should enter the last name and first name for both the mother and the father. If the student resides with a guardian, enter the name (last, first, middle) for the guardian who is primarily responsible for the student. When the names are entered on this initial student enrollment page, they will appear on the Parents Page.

PowerSchool Welcome, Louise Amos | Help | Sign Out

School: District Office Term: 13-14 Quarter 2

Start Page > Student Selection > Parents

Parents

Causey, Beverly Louise 11 10590 LHS

Parent Information

Mother's Name

Daytime Phone

Father's Name

Daytime Phone

Guardian Name & Info

Last, First, Middle

Daytime Phone Relationship Code

Previous Guardian Info

Single Parent Household

Guardian Email

Guardian's Email Address:

Guardian Alert

Note: Mother's Name: Lastname, Firstname
and/or Father's Name: Lastname, Firstname
OR
Guardian's Name: Lastname, Firstname,
Middle

The Parent Information Page is a custom page that was built to accommodate data from SASI during the initial implementation phase of PowerSchool. There are fields on this page that do not link appropriately to send emails, etc. SCDE is currently working to build a better page that will use the same internal field names so current data will move forward with any custom changes. Until this job is completed the collected data will be gathered from several pages that display parent information with in your instance of PS.

Parent Information Page

Start Page>Student Selection>Custom Screens→Parent Information

PowerSchool School: District Office Term: 12-13 Qtr 2

Start Page > Student Selection > Parent Information

Parent Information

Gray, Artimus Sanders 12 54359 IHS

Student Addresses

Home Address 800 Main Rd

Home City, State, Zip Columbia SC 29210

Mailing Address - Street 800 Main Rd

Mailing City, State, Zip Columbia SC 29210

Parent/Guardian Information

Mother's Name Gray, Mama

Daytime Phone 803-217-5432

Father's Name Gray, Papa

Daytime Phone 803-345-6443

Mother's Name: LAST, FIRST
 Father's Name: LAST, FIRST

Guardian's Name & Info

Last, First, Middle

Daytime Phone Relationship Code

Previous Guardian Info

Relationship for Guardian: 07

Single Parent Household

Parents/Guardian Automatic Email Reports

Guardian is registered to receive

- ☒ Summary of current grades and attendance
- ☐ Detailed report of attendance
- ☒ Detailed report showing all assignment scores for each class
- ☐ School announcements
- ☐ Balance Alert (Note: Will only be sent when a student is low on funds.)

How often? Once every two weeks

Send now?

Guardian's email address:

Guardian Alert

Guardian Alert Text

Alert Expires (date) 0/0/0 (MM/DD/YYYY) (0/0/0 to never expire)

Parent/Guardian Information: Mother's Name Last, First, Middle <i>(Mother)</i> <i>[Students(1)]</i>	[Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support] Enter the name of the student's mother: Last, First, Middle. The SCDE uses the Parent/Guardian Name field to determine the number of state report cards to produce.
Parent/Guardian Information: Father's Name Last, First, Middle <i>(Father)</i> <i>[Students(1)]</i>	[Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support] Enter the name of the student's father: Last, First, Middle.
Guardian's Name: First <i>(Guardian_FN)</i> Last <i>(Guardian_LN)</i> Middle <i>(Guardian_MN)</i> <i>[Students(1)]</i>	If the student resides with a guardian and not the mother or father, enter the Last, First, Middle names for the guardian. Note: Use the Relationship Code: Guardian

CONTACT 1

Name: Jones, Maryetta, Mother

Home Phone: 803-709-4907, Work Phone: 803-487-0744

Cell Phone: 803-487-0744, eMail:

Street: 87 Smith St

City, State Zip: Columbia, SC, 29212

Employer:

Receive Mailings: Yes ☐ Living With: ☒

CONTACT 2

Name: Jones, Matthew, Father

Home Phone: , Work Phone:

Cell Phone: , eMail:

Street:

City, State Zip: , ,

Employer:

Receive Mailings: Yes ☐ Has Custody: Yes ☐

CONTACT 3

Name: , ,

Contact 1 Name (cnt1_lname) (cnt1_fname) [Students(1)]	[Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support] Enter data in the cells for the students PRIMARY parent or guardian; that is, the person primarily responsible for the student: <ul style="list-style-type: none"> • Last Name • First Name • Follows Name with No Label – Relationship for contact 1. The SCDE uses the Parent or Guardian Name field to determine the number of state report cards to produce.
Contact 2 Name (cnt2_lname) (cnt2_fname) [Students(1)]	Enter data in the cells for contact 2 for the SECOND LEVEL contact or the person primarily responsible for the student as indicated in the above definition.
Contact 3, 4, and 5 (cnt3_lname) (cnt3_fname), etc. [Students(1)]	Enter data in the cells for other contacts that the parent or guardian may allow to receive information on the student or to pick up from school should a situation arise.
Living With Contact 1 (Cnt1_rel)	Check this box to indicate the student lives with the name listed in Contact 1—the primary parent or guardian.
Contacts 1-5 Relationship Codes (cnt1_rel) (cnt2_rel) (cnt3_rel) (cnt4_rel) (cnt5_rel) [Students(1)]	[Early Childhood: Mellanie Jinnette, 803-734-3605] Use this field to indicate the relationship of the person being entered to the student. Enter information for one parent/guardian at a time. Add the parent/guardian who assumes primary responsibility for the student first, since that record displays first by default. Choose from the following standardized codes in PowerSchool: <ul style="list-style-type: none"> • 01 – Mother • 02 – Father

	<ul style="list-style-type: none"> • 03 – Step-Mother • 04 – Step-Father • 05 – Foster Mother • 06 – Foster Father • 07 – Guardian • 08 – Other • 09 – Neighbor • 10 – Babysitter • 11 – Brother • 12 – Sister • 13 – Grandmother • 14 – Grandfather • 15 – AM Day Care Provider • 16 – PM Day Care Provider • 17 – Spouse • 18 – Parole Officer • 19 – Aunt • 20 – Uncle
Receive Mailings (for Contacts 1-5) <i>(cnt1_recvmail)</i> <i>(cnt2_recvmail)</i> <i>(cnt3_recvmail)</i> <i>(cnt4_recvmail)</i> <i>(cnt5_recvmail)</i> <i>[Students(1)]</i>	Check the box if the contact can receive mailings concerning this student.

Precode Page

Start Page→Student Selection→South Carolina State Information→Precode

Precode information for the data collection is well documented and posted on the Office of Assessment’s web page at the SCDE site: <http://ed.sd.gov>. Refer to the Office of Assessment’s “Precode Handout” for the current values and descriptions expected to pre-populate test materials for your students. Contact Mr. Joe Saunders, 803-737-4275 with any questions regarding specific descriptions for data values.

Precode Initialization

The PowerSchool administrator is responsible for running this “start of year” process at your district ONLY ONCE per school year; follow the district administrator’s instructions provided for schools in your district.

The process runs for students who are currently enrolled in any selected school, or enrolled at any time during the current school year. The process excludes student who have an enrollment entry with the enter date and the exit date as the same date (no shows) in the currently selected school year. For the selected schools, and for the designated students, the initialization process deletes all current year values for the fields listed below.

NOTE: You must be aware that the initialization processes will NOT “blank” field values stored for INACTIVE students. If you re-enroll a student, you or your PS administrator must manually remove data that are no longer applicable for the “initialized” Precode fields. For example, “Student Not Tested” reasons must be removed if related to a prior testing period.

Field Name	Initialization Information
SC-Alt	Assigns a zero value.
ELA Custom Materials	Assigns a zero value.
Math Custom Materials	Assigns a zero value.
Science Custom Materials	Assigns a zero value.
Soc Stu Custom Materials	Assigns a zero value.
HSAP Materials	Assigns a zero value - if not in 10th grade.

(Kng Previous Prg -- (SC_KndgrtnPrevPgm)	Assigns 'NA' value.
Deaf – Blindness	Assigns 'N' value.
Multiple Disabilities	Assigns 'N' value.
ELA Sort ID	Assigns a blank value.
Math Sort ID	Assigns a blank value.
Science Sort ID	Assigns a blank value.
Social Studies Sort ID	Assigns a blank value.
PASS Online - Writing	Assigns 'N' value.
PASS Online - ELA	Assigns 'N' value.
PASS Online - Math	Assigns 'N' value.
PASS Online - Science	Assigns 'N' value.
PASS Online - Social Studies	Assigns 'N' value.
HSAP Online - ELA	Assigns 'N' value.
HSAP Online - Math	Assigns 'N' value.
ELDA Online - Reading	Assigns 'N' value.
ELDA Online - Writing	Assigns 'N' value.
ELDA Online - Listening	Assigns 'N' value.
ELDA Online - Speaking	Assigns 'N' value.

Precode Data Entry 🚩

Baum, Jonathan R 6 7379 CHMS

CATE | Early Childhood | Student Supplemental | **Precode** | Transport | Work-Based Learning

SC-Alt 0 - Criteria not met

Writing Custom Materials	0 - Not needed	Writing Oral/Signed Admin	0 - Not needed
ELA Custom Materials	0 - Not needed	ELA Oral/Signed Admin	0 - Not needed
Math Custom Materials	0 - Not needed	Math Oral/Signed Admin	0 - Not needed
Science Custom Materials	0 - Not needed	Science Oral/Signed Admin	0 - Not needed
Social Studies Custom Materials	0 - Not needed	Social Studies Oral/Signed Admin	0 - Not needed

Writing Sort ID	<input type="text"/>	PASS Online - Writing	N - No
ELA Sort ID	<input type="text"/>	PASS Online - ELA	N - No
Math Sort ID	<input type="text"/>	PASS Online - Math	N - No
Science Sort ID	<input type="text"/>	PASS Online - Science	N - No
Social Studies Sort ID	<input type="text"/>	PASS Online - Social Studies	N - No

HSAP Materials	0 - Will Not Take HSAP	HSAP Online - ELA	N - No
		HSAP Online - Math	N - No

EOCEP Online - English	Y - Yes	ELDA Online - Reading	N - No
EOCEP Online - Algebra	Y - Yes	ELDA Online - Writing	N - No
EOCEP Online - Biology	Y - Yes	ELDA Online - Listening	N - No
EOCEP Online - USHC	Y - Yes	ELDA Online - Speaking	N - No

Kindergarten - Previous Program NA - Not in 5 yr Kdgrtn

Deaf-Blindness N - No

Multiple Disabilities N - No

SC- Alt (SC_AltAssessCde) [Students(1)]	Writing Custom Materials (SC_CustomWritingCde) [Students(1)]	Writing Oral/Signed Admin (SC_OralWriting) [Students(1)]
ELA Custom Materials (SC_CustomELACde) [Students(1)]	ELA Oral/Signed Admin (SC_OralELA) [Students(1)]	Math Custom Materials (SC_CustomMathCde) [Students(1)]
Math Oral/Signed Admin (SC_OralMath) [Students(1)]	Science Custom Materials (SC_CustomSciCde) [Students(1)]	Science Oral/Signed Admin (SC_OralScience) [Students(1)]
Social Studies Custom Materials (SC_CustomSocStuCde) [Students(1)]	Social Studies Oral/Signed Admin (SC_OralSocStudies) [Students(1)]	Writing Sort ID (SC_WritingSortID) [Students(1)]

Pass Online – Writing (SC_PASSOnlineWriting) [Students(1)]	ELA Sort ID (SC_ELASortID) [Students(1)]	Pass Online – ELA (SC_PASSOnlineELA) [Students(1)]
Math Sort ID (SC_MathSortID) [Students(1)]	Pass Online – Math (SC_PASSOnlineMath) [Students(1)]	Science Sort ID (SC_ScienceSortID) [Students(1)]
Pass Online – Science (SC_PASSOnlineScience) [Students(1)]	Social Studies Sort ID (SC_SocStudiesSortID) [Students(1)]	Pass Online – Social Studies (SC_PASSOnlineSocStudies) [Students(1)]
HSAP Materials (SC_HSAPMaterialsCde) [Students(1)]	HSAP Online – ELA (SC_HSAPOnline_ELA) [Students(1)]	HSAP Online – Math (SC_HSAPOnline_Math) [Students(1)]
EOCEP Online – English (SC_EOCEPOnlineEng) [Students(01)]	ELDA Online – Reading (SC_ELDAOnline_Reading) [Students(1)]	EOCEP Online- Algebra (SC_EOCEPOnlineAlg) [Students(1)]
ELDA Online – Writing (SC_ELDAOnline_Writing) [Students(1)]	EOCEP Online- Biology (SC_EOCEPOnlineBio) [Students(1)]	ELDA Online – Listening [Students(1)]
EOCEP Online - USHC (SC_EOCEPOnlineUSHC) [Students(1)]	ELDA Online – Speaking (SC_ELDAOnline_Speaking) [Students(1)]	Kindergarten-Previous Program (SC_KndgrtnPrevPgm) [Students(1)]
Deaf – Blindness (SC_DeafBlindInd) [Students(1)]	Multiple Disabilities (SC_MultiDisablnd) [Students(1)]	

Accountability Reporting

Start Page→Student Selection→South Carolina State Information→Precode (Bottom of Precode Page)

The South Carolina Department of Education (SCDE) collects reasons for all “eligible” students who do not test on all or part of SCPASS Writing, SCPASS (May), SPRING HSAP or SC-Alt. This collection utilizes information entered into the Students Not Tested fields found at the bottom of the Precode page in PowerSchool, under the heading “Accountability Reporting” – Students Not Tested (HSAP/SCPASS/SC-Alt). All four of the following fields must be completed if a student misses all or part of any of these tests:

- Student Not Tested
- Test Missed
- Students Not Tested Reason
- Request Exclusion Indicator (Documentation to SCDE Required)

Student Not Tested
(SC_StuNotTested)
[Students(1)]

{ [Research and Data Analysis \(PowerSchool Information, Cynthia Hearn, 803-734-8269\)](#) }

If a student has been identified as “eligible for testing for accountability purposes” and “not tested,” click within the box adjacent to the field labeled “Student Not Tested.” Checking this box results in a “yes” value being stored in the field.

Accountability Reporting - Student Not Tested (HSAP/PASS/SC-Alt)	
Student Not Tested	<input type="checkbox"/>
Test Missed	<input type="text"/>
Students Not Tested Reason	<input type="text"/>
Request Exclusion Indicator (Documentation to SCDE Required)	<input type="text"/>

H - HSAP
 W - PASS Writing (March)
 P - PASS (May)
 B - PASS - Both Admins (March and May)
 A - SC-ALT

Test Missed <i>(SC_TestMissed)</i> <i>[Students(1)]</i>	<ul style="list-style-type: none"> • {Research and Data Analysis (PowerSchool Information, Lisa Woodard, 803-734-8573.)} • Select the appropriate test from the list in the drop-down box. With the exception of SCPASS Writing, these tests involve multiple parts. It is important to include this information even if the student missed only part of a multiple part test. • H – HSAP • W – PASS Writing (March) • P – PASS (May) • B – PASS – Both Admins (March and May) • A – SC-Alt
Students Not Tested Reason <i>(SC_StuNotTestedReason)</i> <i>[Students(1)]</i>	<p>{Research and Data Analysis (PowerSchool Information, Lisa Woodard, 803-734-8573.)}</p> <p>Select one “not tested” reason from the drop-down list labeled “Student Not Tested Reason.” That is, select the most appropriate reason for each eligible student who did not test. If an appropriate reason is not listed among the choices, select Reason 021 (Other). If a student has more than one reason for not testing, choose the reason with the lowest code number, as reasons are listed in order of significance.</p> <p>Note: Federal Laws require that all students be included in the state assessment system. (Title I of the Elementary and Secondary Education Act (ESEA), (34 C.F.R Part 300) (300.160), as amended by the No Child Left Behind (NCLB) Act of 2001, and the Individuals With Disabilities Education Act (IDEA), (20 U.S.C. § 1400 Section 612(a)(16))). More information on how to identify “eligible” students and detailed definitions of reasons for not testing under State and Federal accountability can be found in the Students Not Tested Guidelines (SNTG). You may also contact the SCDE, Office of Research and Data Analysis for other instructional and informational documents necessary for accurately indicating reasons.</p>
Request Exclusion Indicator <i>(SC_ReqExclusion)</i> <i>[Students(1)]</i> (Documentation to SCDE Required)	<p>{Research and Data Analysis (PowerSchool Information, Cynthia Hearn, 803-734-8269)}</p> <p>Select “yes” only if the reason for not testing meets one or more of the criteria (Codes 001 through 008) found in the SNTG, <u>and</u> documentation is available and submitted to SCDE during the appropriate review period to support the “not tested” reason. If there is no documentation, documentation is not complete, or the reason for not testing does not meet any of the criteria found in the SNTG, select “No” in the drop-down box.</p> <p>For those reasons allowing select exclusions found outside of the SNTG process (e.g., LEP student 1st year in U.S. exemption, Student not eligible for SC-ALT due to age), students will be identified using other information pulled from PowerSchool, not from the information entered into these four fields. For more information on what fields are used to make these “exclusionary” determinations, please refer to the SNTG.</p>

Accountability Reporting - Student Not Tested (HSAP/PASS/SC-Alt)	
Student Not Tested	<input type="checkbox"/>
Test Missed	<input type="text"/>
Students Not Tested Reason	<input type="text"/>
Request Exclusion Indicator (Documentation to SCDE Required)	<input type="text"/> <div> N - No Y - Yes </div>

Scheduling Setup Page

Start Page→Student Selection→Scheduling Setup

Start Page > Student Selection > Scheduling Setup

Scheduling Setup

Anderson, Chelsea 12 28081 CHS

Required Settings

Next Year Grade
Priority
Schedule This Student ☒
Year of Graduation
Summer School Indicator
Note for Summer School Admin

80 characters left

Next School Indicator

Optional Settings

Next Year Campus/Building Associate
Next Year House Associate
Next Year Team

Submit

Next School Indicator
(Next_School)
[Scheduling Setup)]

{Research and Data Analysis (PowerSchool Information, Cynthia Hearn, 803-734-8269)}
Select the school the student is expected to attend for the next school year.

Schools / Schools Information Page

Start Page→District Setup→Schools/Schools Info→Edit School

Edit School	
School Information	
School Name	Formal Name High School
School Abbreviation	FNHS (example: FHS)
Is a Summer School	<input type="checkbox"/> Checking this will allow the school to show up in the student "Summer School Indicator" drop-down and will change how the year term number is identified for years starting after July 1.
School Address (Full) (include school name)	Formal Name High School 2013 Fiscal Road MyTown, SC, 29000
School Address	2013 Fiscal Road
School City	MyTown
School State/Province	South Carolina
School Postal/Zip Code	29000
School County Name	My County in SC
School County Number	99
School Phone Number	803-999-9999
School FAX Number	803-999-9998
School Number (9 digit maximum)	20 (once entered, do not change later)
Alternate School Number	0 (leave as zero to use school number)
StatePrld (32 character maximum)	099 (Use only when SIF is enabled)
Exclude From State Reporting?	<input type="checkbox"/>

Verify the data values listed below for each current year. Grades (lowest to highest) **MUST** reflect the information your district provides to the Office of State and Federal Accountability each year for any changes or updates. Your contacts for these data fields are as follows:

Federal and State Accountability: Darlene Prevatt, 803-734-3477

Finance: Mellanie Jinnette, 803-734-3605

Does not Display – stored Internally <i>(District_Number)</i> <i>(DCID)</i> <i>(ID (SchoolID))</i> <i>[Schools(39)]</i>	These are data values located in the Schools(39) table that are necessary to link student records; however, they do not display on PowerSchool pages: <ul style="list-style-type: none"> • District_Number • DCID • ID (SchoolID)
School Name <i>(Name)</i> <i>[Schools(39)]</i>	Verify/Enter the school's full name; for example, Apple Grove High School.
School Abbreviation <i>(Abbreviation)</i> <i>[Schools(39)]</i>	Verify/Enter the school's address. Ensure that any changes for a move to a new address is reflected.
Is a Summer School <i>(IsSummerSchool)</i> <i>[Schools(39)]</i>	Verify/Select the checkbox to indicate that this is a summer school.
School Address <i>(SchoolAddress)</i> <i>[Schools(39)]</i>	Verify/Enter the school's address. Ensure that any changes for a move to a new address is reflected.
School City <i>(SchoolCity)</i> <i>[Schools(39)]</i>	Verify/Enter the school's city.

School State/Province (SchoolState) [Schools(39)]	Verify/Select the school's state from the pop-up menu.
School Postal/Zip Code (SchoolZip) [Schools(39)]	Verify/Enter the school's postal/zip code.
School Phone Number (SchoolPhone) [Schools(39)]	Verify/Enter the school's phone number including area code.
School FAX Number (SchoolFax) [Schools(39)]	Verify/Enter the school's fax number including area code.
School Number (School_Number) [Schools(39)]	Verify/Enter the school's number. Once you enter this number, do not change it. Note: This is an assigned number from the SCDE. Check with the Office of Federal and State Accountability if you have any questions.
StatePrid (SIF_StatePrid) [Schools(39)]	Verify the seven-digit State ID has been entered. This field is used only when Schools Interoperability Framework (SIF) is enabled.
Exclude From State Reporting? (State_ExcludeFromReporting) [Schools(39)]	Verify/Select the checkbox to exclude this school from state reporting.
Grades (lowest - highest) (Low_Grade) [Schools(39)]	Verify/Select the lowest grade level at the school based on the official list provided to SCDE from your district. Only historical data in this range of grade levels is used for data such as cumulative GPAs, graduation, and credit..
Grades (lowest - highest) (High_Grade) [Schools(39)]	Verify/Select the highest grade level at your school based on the official list provided to SCDE from your district. Students at the highest level are affected by the end-of-year process.
Principal's Name (Principal) [Schools(39)]	Verify/Enter the name of the principal or director for this school. Check for accurate spelling.
Days (Days_Per_Cycle) [Terms(13)]	Review/Verify your bell schedule for the number of days in a cycle.
Periods (Periods_Per_Day) [Terms(13)]	Review your bell schedule for the number of periods each day.

Sections Page

Edit Section

Start Page > School Setup > (course) > Section number > Edit Section

Through PowerSchool, the SCDE collects class schedules for all public school students enrolled in schools throughout the state. For each class, the schedules include a teacher identifier and an activity code, which designates the grade level and subject area. Students **MUST** have accurate schedules that reflect each of their courses or activities in all grade levels, K-12, so that data reflect true information for our students and, in turn, for our schools. Districts are provided periodic reports to verify the accuracy of classroom level data.

Quarterly data collected through updates from each district and school to SCDE provide extracts of the core content subject classes that require an HQ teacher. The teacher identifier for each core class is matched to the separate HQ teacher file from the certification database to determine which core content classes are not taught by HQ teachers. Thus, information for each section should be verified for accuracy throughout the year since there often are many scheduling changes made for students for a variety of reasons.

Edit Section

Sort by number or name

Course Name: Computer Applications
 Course Number: CS1002
 Term: Semester 1
 Expression: 3(B)

	A	B
1	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>
3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	<input type="checkbox"/>	<input type="checkbox"/>

Teacher: Sullivan, Henrique J
 Room: 210
 Section Number*: 1
 Grade Level: 0
 Current Enrollment: 14
 Maximum Enrollment: 25
 District Where Taught: 0
 School Where Taught: 0
 Dependent Sections: 2950
 Program:
 Record Attendance Using Attendance Mode: Meeting
 Record Attendance: ☒ Once for All Meetings ☐ Each Meeting Separately
 Exclude From Attendance: ☐
 Exclude From Storing Final Grades: ☐
 Grade Scale: Same as Course
 Exclude from GPA?: ☒ Same as course ☐ Include ☐ Exclude
 Exclude from Class Rank?: ☒ Same as course ☐ Include ☐ Exclude
 Exclude from Honor Roll?: ☒ Same as course ☐ Include ☐ Exclude

Section Type:
 House:
 Team:
 Close section at max:
 Maximum Load Status:
 SC Additional Section Information
 Instruction Type: (blank) - Select One
 Single Gender: ☐
 Is this section a homeroom?: No
 SectionID: 69
 * Section numbers must be unique among sections of the same course for a given school year.

Complete for SC Virtual School Program Instructor ONLY:
 VSP Teacher Name: LN: FN: MI:
 VSP Certificate No. (ex: 123456)
 VSP SSN (Do not enter dashes or hyphens ex: 123456789)

Buttons: Delete Submit

Enter the information for the custom fields for the SC Additional Section Information; these fields should be populated for sections specifically indicated:

- single gender
- instructional types for classes that are instructor led, online in-state, online out-of-state, distance learning , or provide through the SC Virtual Program
- VSP (Virtual School Program) teacher name -- last, first, middle initial
- VSP Certificate Number
- VSP SSN

For students taking a course to complete graduation requirements through the SC Virtual Program, the appropriate information must be completed for the virtual instructor so that your school will receive credit for highly qualified instructors as a part of the federal reports requiring these data.

SC Additional Section Information	
Instruction Type	(blank) - Select One ▼
Single Gender	<input type="checkbox"/>
Is this section a homeroom?	No ▼
SectionID:	56
* Section numbers must be unique among sections of the same course for a given school year.	
Complete for SC Virtual School Program Instructor ONLY:	
VSP Teacher Name	LN: <input type="text"/> FN: <input type="text"/> MI: <input type="text"/>
VSP Certificate No.	<input type="text"/>
VSP SSN	<input type="text"/>
v20110815.1	
<input type="button" value="Delete"/> <input type="button" value="Submit"/>	

Course Name (Course_Name) [Courses(2)]	Verify/edit the short title for the course or activity taught during this section.
Course Number (Course_Number) [Sections(3)]	Verify/edit the course or activity code for the section. This data value is used for “highly qualified” reporting.
Term (Term_ID) [CC4] and [Sections(3)]	Verify/edit the term in which this section is offered.
Expression (Expression) [Sections(3)]	Indicate the period and day during which this section is offered.
Schedule (PeriodAbbreviation) [Sections(3)]	Indicate the period during which the section meets.
Teacher (Teacher) [Sections(3)]	Select the primary teacher for this section. This data value is used for “highly qualified” reporting.
Section Number (Section_Number) [CC4] and [Sections(3)]	Enter a section number for every active section for each current year’s master schedule. This data value is used for “highly qualified” reporting.
Maximum Enrollment MaxEnrollment [Sections(3)]	Set the highest number of students that can be enrolled in this section.
District Where Taught (WhereTaughtDistrict) [Sections(3)]	<p>If the section is taught in a different district, indicate that district by entering the district SID number (first four digits).</p> <p>Special note: Ensure that all sections of each particular CATE course taught at the career center have the first four digits of career center ID entered in the District Where Taught. Accurate SIDN numbers will allow the career center to be identified as teaching the particular course(s). The seven-digit SIDN (school identification number) is sometimes referred to as the BEDS code.</p>

School Where Taught <i>(WhereTaught)</i> <i>[Sections(3)]</i>	<p>If this section is taught at a location different from the student's home school, enter the three digits for that school identification number (SIDN). You can reference all school numbers at this location: http://ed.sc.gov/agency/ac/Federal-and-State-Accountability/Accreditation/ .</p> <p>Special note: Ensure that all sections of each particular CATE course taught at the career center have the last three digits of career center ID entered in the School Where Taught field. Accurate SIDN numbers will allow the career center to be identified as teaching the particular course(s). The seven-digit SIDN (school identification number) is sometimes referred to as the BEDS code.</p>
Exclude From Attendance <i>(Exclude_ADA)</i> <i>[Sections(3)]</i>	<p>Select only if this section is not included for attendance counts. Usually if a homeroom, study hall, or lunch period is formally scheduled, these would be marked to exclude from attendance.</p>
Grade Scale <i>GradeScaleID</i> <i>[Sections(3)]</i>	<p>Ensure the correct Grade Scale is selected for this course section. Generally, the section is set as "Same as Course"; thus, you must ensure <u>the course information</u> accurately reflects the grade scale for the level of course offered. For high school courses note that AP, IB, Dual Credit, Honors, or College Prep are indicated.</p> <p>Note: Review the Uniform Grading Policy to determine if your sections meet grade scale requirements.</p>
Instruction Type <i>(SC_InstrType)</i> <i>[Sections(03)]</i> (See Special Note)	<p>{Virtual Education: Vicki Williams, 803-734-0016, vwilliams@ed.sc.gov}</p> <p>Select the appropriate type of instruction for each section:</p> <ul style="list-style-type: none"> • Default: (blank) – Select One • A – Instructor Led (The teacher is physically present in the classroom providing direct instruction to students.) • B – SC Virtual School Program (The teacher provides instruction to students through the SC Virtual School Program through the Office of eLearning.) • C – Online In-State (The teacher who provides "virtual" online instruction to students is in some capacity a part of a school/district /state entity for the state of South Carolina. This instruction type does not include offerings provided through the SC Virtual School Program.) • D – Distance Learning (The teacher provides instruction for students through a video/audio medium and may not be physically located in the classroom. For example, the teacher may be located physically at a television or other studio yet teaching several groups of students housed in different schools or districts.) • E – Online Out-of-State (The teacher who provides "virtual" online instruction to students is not a part of a school/district/state entity for the state of South Carolina.) <p>Important Note: if the student is taking a class through the SC Virtual School Program, complete the Virtual School Program teacher information so that your school will receive appropriate credit for highly qualified instructors for these students.</p>
Single Gender <i>(SC_GenderRestricted)</i> <i>[Sections(3)]</i>	<p>If this section populated with only one gender group – all male or all female – check this box.</p>
Is this section a homeroom? <i>(SC_Homeroom)</i> <i>[Sections(3)]</i>	<p>If this section is a homeroom, check this box. Note: this data value displays on the SC08 report.</p>

SC Virtual School Program Instructors:	<p>If this section is taught by an instructor through the SC Virtual School Program, provide the information required – all instructors for the courses offered through this program are considered highly qualified instructors. Verify carefully against the current list of instructors you can request from the Virtual Education Office staff since one character difference will cause a mismatch.</p> <p>NOTE: You can request/receive each of these five values for any instructor from the Virtual Education Office.</p>
VSP Teacher Name LN <i>(SC_VSP_lastname)</i> FN <i>(SC_VSP_firstname)</i> MI <i>(SC_VSP_mi)</i> <i>[Sections(3)]</i>	VSP Teacher: LN...FN...MI – Accurately enter the instructor’s last name, first name and middle initial.
VSP Certification No. <i>(SC_VSP_CertNo)</i> <i>[Sections(03)]</i>	VSP Certificate No.: Accurately enter the instructor’s certificate number.
VSP SSN <i>(SC_VSP_SSN)</i> <i>[Sections(3)]</i>	VSP SSN: Accurately enter the instructor’s Social Security Number.

South Carolina Additional Student Information Page

Start Page>Student Selection>State/Province-SC>Additional Student Information

South Carolina Additional Student Information

Aguirre, Brandon Nicola 11 521047 StateID:6065463442 SCVCS

Gen (Jr., III, etc.)	None	Nickname	
Alias Name		SC County	26 - Horry
Birth Place		US Sch Entry Date	
English Prof	9 - English Speaker II	1st Lang Spoken	(blank) - English
Home Lang	(blank) - English		
Birth Country	Select One	Parent Military Status	(blank) - Neither Parent nor Guardian is serving in any military service
SC IEP Ind.	Select One	School Res	
Transp Needed	Select One	Unlisted Phone	(blank) Listed Number
Bus 1		Bus 2	
Diploma Type (for Transcript)	F - State of SC Diploma	Grad Date	
Orig Entry Date (Current School)	8/16/2010	Advisor	
Instructional Setting	(blank) - Regular Ed - Full Yr	True Grade	(blank) - Select One
Medicaid No		Grid Code	
Migrant*	<input type="checkbox"/>	Middle/Early College (HS only)	<input type="checkbox"/>
*An SEA reviewed and approved Certificate of Eligibility is required for Migrant students. See SC Specific Fields Manual for details.			
Moved To District:		Moved To School:	
NoShow Reason		Dropout Date	
Dropout Reason			
Title I Assistance			
Title I Math			
Title I ELA			

Gen (Jr., III, etc.) <i>(SC_StudentGeneration)</i> <i>[Students(1)]</i>	<p>{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support , and Cynthia Hearn, 803-734-8269}</p> <p>Select from the drop-down list the student's generation code only if the student has the generation on a Birth Certificate. DO NOT include the generation field in the Last Name field. Choices currently available are as follows:</p> <ul style="list-style-type: none"> • None • II – II • III – III • IV – IV • Jr. – Jr • Sr. – Sr. • V – V 																																																
Nickname <i>(SC_NickName)</i> <i>[Students(1)]</i>	<p>{Medicaid: Shelley McGeorge, PhD., 803-734-36987}</p> <p>Enter any nickname by which a student is known.</p>																																																
Alias Name <i>(SC_OtherName)</i> <i>[Students(1)]</i>	<p>{Medicaid: Shelley McGeorge, PhD., 803-734-3698}</p> <p>Enter any <u>alternate last name</u> a student is using instead of his or her given name. Since this field accepts any characters, please ensure accuracy in spelling, special characters, etc. Use ONLY if your student uses a different last name other than what is on the official document.</p>																																																
SC County <i>(SC_County)</i> <i>[Students(1)]</i> <p>SCDE no longer collects this data value.</p> <p>If you choose to use it for district or school reporting, use the standard county codes listed.</p>	<p>{Finance: Mellanie Jinnette, 803-734-3605}</p> <p>Enter a valid County District code for the district for which the student would be zoned to attend.</p> <table border="1" data-bbox="777 894 1167 1514"> <tbody> <tr><td>01 – Abbeville</td><td>25 – Hampton</td></tr> <tr><td>02 – Aiken</td><td>26 – Horry</td></tr> <tr><td>03 – Allendale</td><td>27 – Jasper</td></tr> <tr><td>04 – Anderson</td><td>28 – Kershaw</td></tr> <tr><td>05 – Bamberg</td><td>29 – Lancaster</td></tr> <tr><td>06 – Barnwell</td><td>30 – Laurens</td></tr> <tr><td>07 – Beaufort</td><td>31 – Lee</td></tr> <tr><td>08 – Berkeley</td><td>32 – Lexington</td></tr> <tr><td>09 – Calhoun</td><td>33 – McCormick</td></tr> <tr><td>10 – Charleston</td><td>34 – Marion</td></tr> <tr><td>11 – Cherokee</td><td>35 – Marlboro</td></tr> <tr><td>12 – Chester</td><td>36 – Newberry</td></tr> <tr><td>13 – Chesterfield</td><td>37 – Oconee</td></tr> <tr><td>14 – Clarendon</td><td>38 – Orangeburg</td></tr> <tr><td>15 – Colleton</td><td>39 – Pickens</td></tr> <tr><td>16 – Darlington</td><td>40 – Richland</td></tr> <tr><td>17 – Dillon</td><td>41 – Saluda</td></tr> <tr><td>18 – Dorchester</td><td>42 – Spartanburg</td></tr> <tr><td>19 – Edgefield</td><td>43 – Sumter</td></tr> <tr><td>20 – Fairfield</td><td>44 – Union</td></tr> <tr><td>21 – Florence</td><td>45 – Williamsburg</td></tr> <tr><td>22 – Georgetown</td><td>GA – Georgia</td></tr> <tr><td>23 – Greenville</td><td>NC– N. Carolina</td></tr> <tr><td>24 – Greenwood</td><td>OT– Other</td></tr> </tbody> </table>	01 – Abbeville	25 – Hampton	02 – Aiken	26 – Horry	03 – Allendale	27 – Jasper	04 – Anderson	28 – Kershaw	05 – Bamberg	29 – Lancaster	06 – Barnwell	30 – Laurens	07 – Beaufort	31 – Lee	08 – Berkeley	32 – Lexington	09 – Calhoun	33 – McCormick	10 – Charleston	34 – Marion	11 – Cherokee	35 – Marlboro	12 – Chester	36 – Newberry	13 – Chesterfield	37 – Oconee	14 – Clarendon	38 – Orangeburg	15 – Colleton	39 – Pickens	16 – Darlington	40 – Richland	17 – Dillon	41 – Saluda	18 – Dorchester	42 – Spartanburg	19 – Edgefield	43 – Sumter	20 – Fairfield	44 – Union	21 – Florence	45 – Williamsburg	22 – Georgetown	GA – Georgia	23 – Greenville	NC– N. Carolina	24 – Greenwood	OT– Other
01 – Abbeville	25 – Hampton																																																
02 – Aiken	26 – Horry																																																
03 – Allendale	27 – Jasper																																																
04 – Anderson	28 – Kershaw																																																
05 – Bamberg	29 – Lancaster																																																
06 – Barnwell	30 – Laurens																																																
07 – Beaufort	31 – Lee																																																
08 – Berkeley	32 – Lexington																																																
09 – Calhoun	33 – McCormick																																																
10 – Charleston	34 – Marion																																																
11 – Cherokee	35 – Marlboro																																																
12 – Chester	36 – Newberry																																																
13 – Chesterfield	37 – Oconee																																																
14 – Clarendon	38 – Orangeburg																																																
15 – Colleton	39 – Pickens																																																
16 – Darlington	40 – Richland																																																
17 – Dillon	41 – Saluda																																																
18 – Dorchester	42 – Spartanburg																																																
19 – Edgefield	43 – Sumter																																																
20 – Fairfield	44 – Union																																																
21 – Florence	45 – Williamsburg																																																
22 – Georgetown	GA – Georgia																																																
23 – Greenville	NC– N. Carolina																																																
24 – Greenwood	OT– Other																																																

Fields Specific to English Language Learners

Start Page>Student Selection>State/Province-SC>Additional Student Information

South Carolina Additional Student Information

Gen (Jr., III, etc.) Nickname

Alias Name SC County

Birth Place US Sch Entry Date

English Prof 1st Lang Spoken

Home Lang

Birth Country Parent Military Status

Birth Place

(SC_Student_BirthPlace)

[Students(1)]

SCDE no longer collects this data value.

[Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Cynthia Hearn, 803-734-8269; Federal & State Accountability, Title III/ESOL: Crystal Fields, 803-734-8306]

~~Enter the location for the student's birth place; ie, name of hospital, name of city, name of state or country, etc.~~

US Sch Entry Date

(SC_USSchEntryDate)

[Students(1)]

Federal & State Accountability, Title III/ESOL: Crystal Fields, 803-734-8306]

Enter the first date (mm/dd/yyyy) the student enrolled in a school in the United States whether he or she was born in a foreign country, a US territory, or returned to the US. A student born in the US whose parents are from a different country/territory is sometimes moved back to that country for several years and then returned to the US. The expectation for this student is he or she is enrolled in a US school based on birthdate (DOB); for example, a pupil must be six (6) years of age on or before September 1 of the current school year in order to be admitted to the first grade.

You must enter the student's earliest date he or she initially enters any US school. This first date does not change as students enter, exit, and re-enter US schools. For example, Juan was born in the US, and entered a US school for the first time on October 3, 2001. He stayed in school for six months and then returned to Mexico. Six months later he returned to a US school. His US School Entry Date remains October 3, 2001.

See note for Birth Country - RTN-US selection.

English Prof (SC_Engl_Prof) [Students(1)]	<p>[Federal & State Accountability, Title III/ESOL: Crystal Fields, 803-734-8306]</p> <p>Every student enrolled in PowerSchool must have an English Proficiency (English Prof) code. This English Prof field indicates the student's proficiency level in English. Use only the following approved ESL codes:</p> <ul style="list-style-type: none"> • Blank - Select a Value • 1 - Pre-functional • 2 - Beginner • 3 - Intermediate • 4 - Advanced • 5 - Initially Proficient • 6 - 1st Year Exited • 7 - 2nd Year Exited (+) • 8 - English Speaker I • 9 - English Speaker II • A - Pre-Functional –Waiver • B - Beginner - Waiver • C - Intermediate - Waiver • D - Advanced – Waiver <p>Notes to consider:</p> <ol style="list-style-type: none"> 1. Valid English Prof codes are 1–9 and A–D. The majority of English Prof 9's (native English speaker) will have a blank First Language Spoken field value. 2. A blank English Prof field is equivalent to English. 3. A blank Birth Country and US Sch Entry Date field value is equivalent to the United States. 4. An ESOL and ELLI entry in Special Programs should not be present for a student with an English Prof code of 9. 5. Students born in the United States should not have a US Sch Entry Date or Birth Country. <p>For immigrant students from English-speaking countries, the English Prof code is 9 and the US School Entry Date (US Sch Entry Date) and Birth Country fields must have values.</p>
1st Lang Spoken (SC_First_Lang_Spoken) [Students(1)]	<p>[Federal & State Accountability, Title III/ESOL: Crystal Fields, 803-734-8306]</p> <p>If the English Prof code is 1–8 or A–D, then the First Language Spoken field must have a valid value other than English. Select from the drop-down list the first language the student spoke. Use only those language codes that have been standardized by the SCDE:</p> <p>(blank) - English ARB – Arabic CMB – Cambodian CNT – Cantonese FRN – French GJR – Gujarati GRM – German HMN – Hmong HND – Hindi JPN – Japanese KRN – Korean MND – Mandarin OTH – Other PRT – Portuguese RSN – Russian SPN – Spanish TGL – Tagalog VTN – Vietnamese</p>
Home Lang (SC_HomeLang) [Students(1)]	<p>[Finance: Mellanie Jinnette, 803-734-3605]</p> <p>Select from the drop-down box the primary language spoken by the student when he is at home. The list of choices is the same as for 1st Lang Spoken above.</p>

Birth Country

(SC_Student_BirthCntry)

[Students(1)]

[Federal & State Accountability, Title III/ESOL: Crystal Fields, 803-734-8306]

Select a birth country for eligible students only; that is, students who meet these criteria:

1. Not born in the US
2. Returned to the US and entered a US school for the first time.

If you populate the field US Sch Entry Date (the date a student first entered a US school) field, then select the birth country from which the student came.

Also use this field for students born in US territories (e.g. Puerto Rico, etc.) AND for students born in the US, but who were returned to their family's home country before entering US Schools. Use the US territories selection on the drop down menu for these students. In these cases only (born in a foreign country, born in a US territory), would a US Schools entry date also be entered.

Select One	BF654 - Burkina Faso	GG226 - Equatorial Guinea	IE372 - Ireland
AF004 - Afghanistan	BF106 - Burundi	EG232 - Eritrea	IL376 - Israel
AL306 - Albania	KH116 - Cambodia	EE233 - Estonia	IT380 - Italy
DZ012 - Algeria	CM120 - Cameroon	ET231 - Ethiopia	CG384 - Ivory Coast
AD020 - Andorra	CA124 - Canada	FG234 - Fiji	JM388 - Jamaica
AO024 - Angola	CV132 - Cape Verde Islands	FI246 - Finland	JP392 - Japan
AQ010 - Antarctica	KY136 - Cayman Islands	FR250 - France	JO400 - Jordan
AG026 - Antigua & Barbuda	CF140 - Central African Rep.	GA250 - Gabon	KZ398 - Kazakhstan
AR032 - Argentina	TD148 - Chad	GM270 - Gambia	KE404 - Kenya
AM051 - Armenia	CL152 - Chile	GE266 - Georgia	KG296 - Kiribati
AW533 - Aruba	CN156 - China	DE276 - Germany	KP408 - Korea, North
AU030 - Australia	CO170 - Colombia	GH268 - Ghana	KR410 - Korea, South
AT040 - Austria	KM174 - Comoros	GR300 - Greece	KW414 - Kuwait
AZ031 - Azerbaijan	CD186 - Congo, Democratic Republic of	GL304 - Greenland	KG417 - Kyrgyzstan
BS044 - Bahamas	CG178 - Congo, Republic of	GD306 - Grenada	LA418 - Laos
BH048 - Bahrain	CK184 - Cook Islands	GT320 - Guatemala	LV426 - Latvia
BD050 - Bangladesh	CR188 - Costa Rica	GN424 - Guinea	LB422 - Lebanon
BB052 - Barbados	HR191 - Croatia	GW624 - Guinea-Bissau	LS426 - Lesotho
BY112 - Belarus	CU192 - Cuba	GY326 - Guyana	LR430 - Liberia
BE096 - Belgium	CY196 - Cyprus	HT332 - Haiti	LS434 - Libya
BZ094 - Belize	CZ203 - Czech Republic	BA070 - Herzegovina	LI438 - Liechtenstein
BJ204 - Benin	DK208 - Denmark	HN340 - Honduras	LT440 - Lithuania
BM060 - Bermuda	DJ062 - Djibouti	HU348 - Hungary	LU442 - Luxembourg
BT064 - Bhutan	DM012 - Dominica	IS352 - Iceland	MK527 - Macedonia
BO066 - Bolivia	DO214 - Dominican Republic	IN356 - India	MD450 - Madagascar
BW072 - Botswana	EG218 - Egypt	ID360 - Indonesia	MY456 - Malaysia
BR076 - Brazil	SV222 - El Salvador	IR364 - Iran	MV462 - Maldives
BN096 - Brunei Darussalam	GG226 - Equatorial Guinea	IQ368 - Iraq	ML466 - Mali
BG100 - Bulgaria		IE372 - Ireland	MT478 - Malta
BF654 - Burkina Faso			
MT478 - Malta	PL676 - Poland	SY760 - Syria	
MR480 - Mauritania	PT620 - Portugal	TW158 - Taiwan	
MA480 - Mauritius	QA634 - Qatar	TJ762 - Tajikistan	
MX684 - Mexico	RTNUS - Returned To US	TZ334 - Tanzania	
FM683 - Micronesia	RO642 - Romania	TH644 - Thailand	
MD486 - Moldova	RU643 - Russia	TG768 - Togo	
MC492 - Monaco	RW646 - Rwanda	TD776 - Togo	
MN496 - Mongolia	WS652 - Samoa	TT780 - Trinidad & Tobago	
MA504 - Morocco	ST678 - Sao Tome & Principe	TN786 - Tunisia	
MZ508 - Mozambique	SA682 - Saudi Arabia	TR792 - Turkey	
MM104 - Myanmar	SN686 - Senegal	TM795 - Turkmenistan	
NA516 - Namibia	SC690 - Seychelles	ZZ966 - US Territory	
NR520 - Nauru	SL694 - Sierra Leone	UG900 - Uganda	
NP524 - Nepal	SG702 - Singapore	UA904 - Ukraine	
NL528 - Netherlands	SK703 - Slovakia	AE784 - United Arab Emirates	
AN530 - Netherlands Antilles	SI705 - Slovenia	GB626 - United Kingdom	
NZ534 - New Zealand	SB690 - Solomon Islands	ZZ966 - United Foreign Country	
NI556 - Nicaragua	SO706 - Somalia	UY956 - Uruguay	
NE562 - Niger	ZA710 - South Africa	UZ960 - Uzbekistan	
NG566 - Nigeria	ES724 - Spain	VU548 - Vanuatu	
NO576 - Norway	LK144 - Sri Lanka	VE362 - Venezuela	
OM612 - Oman	KN659 - St. Kitts, Nevis and Anguilla	VN704 - Vietnam	
PK586 - Pakistan	LC062 - St. Lucia	VG902 - Virgin Is., British	
PS000 - Palestine	VG670 - St. Vincent and Grenadines	EH732 - Western Sahara	
PA591 - Panama	SD736 - Sudan	YE667 - Yemen	
PG598 - Papua New Guinea	SR740 - Suriname	YU891 - Yugoslavia	
PY600 - Paraguay	SZ748 - Swaziland	ZM894 - Zambia	
PE604 - Peru	SE752 - Sweden	ZW716 - Zimbabwe	
PH608 - Philippines	CH756 - Switzerland		
PL616 - Poland	SY760 - Syria		

NOTE: The option RTN-US has been added to the dropdown list for Birth Country. Select RTN-US and enter the correct date in the US Sch Entry Date field. Students in this specific circumstance might qualify for the first-year AYP exemption. The Title III office will closely scrutinize students in this category to ensure that the RTN-US code is not misused.

Note the office requesting data values for the following fields should you have any questions concerning requirements for collection:

Parent Military Status <i>(SC_ParentsMilitaryStatus)</i> <i>[Students(1)]</i>	[School Effectiveness, Recruitment: Anthony Bush, 803-734-6012] Select from the drop-down list the appropriate status for your student: <ul style="list-style-type: none"> • (blank) – Neither Parent nor Guardian is serving in any military service. • 01 – A Parent or Guardian is serving in the National Guard but is not deployed. • 02 – A Parent or Guardian is serving in the Reserves but is not deployed. • 03 – A Parent or Guardian is serving in the National Guard and is currently deployed. • 04 – A Parent or Guardian is serving in the Reserves and is currently deployed. • 05 – A Parent or Guardian is serving in the military on active duty but is not deployed. • 06 – A Parent or Guardian is serving in the military on active duty and is currently deployed. • 07 – The student’s Parent or Guardian died while on active duty within the last year. • 08 – The student’s Parent or Guardian was wounded while on active duty within the last year.
SC IEP Ind(icator) <i>(SC_iep_ind)</i> <i>[Students(1)]</i> Change for 2013-14: SCDE only collects this data value for Early Childhood reporting.	[Finance: Mellanie Jinnette, 803-734-3605] Indicate whether or not a student enrolled in an Early Childhood program has an IEP by selecting N – No or Y – Yes. Reference the section in the guide entitled, Additional PowerSchool Fields -- Early Childhood Data Collection for further information. Note: See the updated information for the Instructional Setting (IS) on this same page.
School Res(idence) <i>(SC_SchoolRes)</i> <i>[Students(1)]</i>	[Finance: Mellanie Jinnette, 803-734-3605; Medicaid: Shirley George, 803-734-2087; Federal and State Accountability: Darlene Prevatt, 803-734-3477] Enter the 7 digit code (School Identification Number or SIDN) for the school to which the student would be assigned based on the home/street address (geocode). You may reference the list of school numbers at this location on the web page for the Office of Accreditation: http://ed.sc.gov/agency/programs-services/128/ . This is of particular interest for students who attend virtual or charter schools and switch to or from their school of residence. Note: A school identification number (SIDN) is a seven-digit number assigned to a public school or district by the South Carolina Department of Education (SCDE). This seven-digit number, which is unique to a single school, is used by the SCDE as a means of tracking internal operations, such as school accreditation, pupil accounting, funding, testing, and data collection.
Transp(ortation) Needed <i>(SC_Trans_Needed)</i> <i>[Students(1)]</i>	[Transportation: Dennis Meyers, 803-734-0447; Medicaid: Dr. Shelley McGeorge, 803-734-2087] From the drop-down menu, select the most appropriate choice that indicates the student’s transportation needs: <ul style="list-style-type: none"> • Blank – None [default] • A – AM Bus Only • B – AM & PM Bus • C – POV (Car Rider) • D – Daycare Provider • P – PM Bus Only • W – Walker • Y – Bicycle
Unlisted Phone SCDE no longer collects this data value.	[Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support] Indicate whether or not a student’s home phone number is Unlisted: <ul style="list-style-type: none"> • (blank) Listed Number • X – Unlisted Number. School and district personnel may need to use this field to indicate privacy for the student and parent.

Bus 1 <i>(SC_BusInfo1)</i> <i>[Students(1)]</i>	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shirley George, 803-734-2087} Key in and VERIFY carefully the number that identifies which bus the student rides to school if you select A – AM Bus Only or B – AM&PM Bus for the Bus Transportation Needed field (above). You will need to use one of two numbers: <ol style="list-style-type: none"> 1. The bus number assigned by your district; for example, 18. 2. The last 6 characters in the SCDE Bus Identification Number; for example, 7-0001 if that number is 57-0001 You can request the appropriate bus number from your local District Transportation Office. <u>This number must be six or fewer alphanumeric characters.</u>
Bus 2 <i>(SC_BusInfo2)</i> <i>[Students(1)]</i>	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shirley George, 803-734-2087} Key in and VERIFY carefully the number that identifies which bus the student rides from school to his home in the afternoon if you select B – AM&PM Bus or P – PM Bus Only for the Bus Transportation Needed field (above). Again you will need to use one of two numbers: <ol style="list-style-type: none"> 1. The bus number assigned by your district; for example, 18. 2. The last 6 characters in the SCDE Bus Identification Number; for example, 7-0001 if that number is 57-0001 You can request the appropriate bus number from your local District Transportation Office. <u>This number must be six or fewer alphanumeric characters.</u>
Diploma Type (for transcript) <i>(SC_Diploma_Type)</i> <i>[Students(1)]</i>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support; Cynthia Hearn, 803-734-8269} Enter the type of diploma the student is currently seeking or has earned upon meeting graduation requirements. The value in this field prints on both SC Final and Work in Progress transcript object reports. The following are the only diploma type codes/descriptions standardized by SCDE. <ul style="list-style-type: none"> • F – State of SC Diploma • H – State of SC Certificate • N – District Non-Diploma Document
Grad(uation) Date <i>(SC_GradDate)</i> <i>[Students(1)]</i>	{Federal and State Accountability: Darlene Prevatt, 803-734-3477} Enter the Student’s Graduation Date using this format: mm/dd/yyyy which prints on both the SC Final and Work in Progress transcript object reports for the Graduation Date information. Of course this date is a projected date for students in grades K-11. <u>Verify/Edit the values for the senior class members as soon as the your district or school calendar is finalized.</u>
Orig(inal) Entry Date <i>(SC_Origentrydate)</i> <i>[Students(1)]</i> SCDE does not collect this data value—HOWEVER, this field is used for the SC Transcript Object Report	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support} Enter the date (mm/dd/yyyy) on which the student entered <u>this current school.</u> This field is no longer collected by SCDE. However, the following information is included in the official SC Transcript Object Codes: <ul style="list-style-type: none"> • Enter Date: ^(SC_OrigEntryDate) • Graduation Date: ^(SC_GradDate) • Class Of: ^(Sched_YearOfGraduation) • Diploma Type: ^(decode:^(SC_Diploma_type);F;State of SC Diploma;H;State of SC Certificate;N;District Non-Diploma Document)

<p>Advisor (SC_Advisor) [Students(1)]</p> <p>SCDE no longer collects this data value.</p>	<p>Enter the student’s advisor IF YOUR DISTRICT or SCHOOL administrators request that you do so. This field was previously used for entering advisor number and name for distribution of testing materials.</p> <p>The Office of Assessment will NOT use this field for collecting the advisor name and number; instead the values for the advisor name and number fields located on the sections page will be used for precode purposes.</p>
<p>Instructional Setting (SC_InstrSetting) [Students(1)]</p> <p>Note from Division of Accountability, SCDE – Update for 2013-14</p>	<p>{Exceptional Services: Cathy Boshamer, 803-734-8224}</p> <p>Select <u>one</u> of the choices below. The IS field indicates that the student is currently receiving special education services and has an Individualized Education Program (IEP) in effect. This field will be used by the Office of Exceptional Children, Research and Data Analysis, and Finance for reporting purposes.</p> <ul style="list-style-type: none"> • (blank) - Regular Ed - Full Yr • 504 - 504 Plan - Full Yr • SE - Special Ed - Full Yr • SR - Currently SE, was Reg Ed • SP - Currently SE, was 504 Plan • RS - Currently Reg Ed, was SE • RP - Currently Reg Ed, was 504 Plan • PR - Currently 504 Plan, was Reg Ed • PS - Currently 504 Plan, was SE <p>NOTE: If SE, SR, SP, RS, or PS – Special Ed is selected and the student is physically located at a school that does not include his/her true grade level, then you will also need to complete the “True Grade” field located on this same page. (See note for True Grade below.)</p> <p>Excerpt from memorandum released by Nancy W. Busbee, PhD, Deputy Superintendent, Accountability Division, South Carolina Department of Education on July 8, 2013 provides District Superintendents notice that, beginning with the 2013–14 school and reporting year, the South Carolina Department of Education (SCDE) will use the “Instructional Setting” (IS) field in PowerSchool to ensure the state is accurately identifying all students with disabilities (SWD) covered by the Individuals with Disabilities Education Act, 2004 (IDEA) for <u>all</u> federal and state reporting as well as accountability.</p> <p><i>In 2013–14 the SCDE will utilize the “Instructional Setting” field in all federal and state reporting and accountability. This includes use of the IS field for Elementary and Secondary Education Act (ESEA) reporting and state Report Cards. The SCDE will use the “Instructional Setting” field in PowerSchool as the primary identifier of students in the SWD subgroup. The EFA field will be used, for a transitional period, as a secondary resource for this subgroup identification. This will ensure all children receiving special education as covered by the IDEA are included in the SWD subgroup. For example, students with disabilities who require minimal special education services, and therefore do not meet the minimum required minutes of services for EFA under a disability classification, would be omitted from the SWD subgroup using the EFA field alone. Identification through the appropriate codes in “Instructional Setting” will enable the SCDE to better capture and report valid and reliable data.</i></p>

2013-14 Modification to True Grade

In prior years, a page level validation rule required that the True Grade field be populated for every student whose Instructional Setting (IS field on the Additional Student Information page) indicated Special Education (SE, SR, or SP).

Beginning with the 2013-14 school year the requirement and validation rule related to these two fields was removed. The data entry definition for the True Grade field is as follows:

“...True Grade field is populated only for students who are receiving special education services at a school location that does not include the student’s grade level in the school type’s grade range for entry in the GradeLevel field.”

This field requires that you verify its accuracy for current data each year so that students who do not meet the current definition will have a blank field.

True Grade
(SC_truegrade)
[Students(1)]

{Exceptional Services: Cathy Boshamer, 803-734-8224}

Some special programs to which students are assigned are offered at physical or virtual locations different from the student’s home school; therefore, grade levels for the other location cannot correctly indicate true grade level. For these students, select the value for student’s “True Grade” from the drop-down list.

Populate the True Grade field ONLY for those students who are receiving special education services at a school location that does not include this or her grade level in the grade range for entry in the Grade Level field.

True Grade levels from which to select:

Option Value	Grade Level
value=""> (blank)	None selected
-2	PK3
-1	PK4
0	K
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
AE	Adult Ed
Z1	1st yr after 12th Grade
Z2	2nd yr after 12th Grade
Z3	3rd yr after 12th Grade
Z4	4th yr after 12th Grade

Medicaid No <i>(SC_MedicaidID)</i> <i>[Students(1)]</i>	<p>{(Medicaid: Shelley McGeorge, PhD., 803-734-3698)}</p> <p>Enter the assigned number for students who receive Medicaid services. The Department of Health and Human Services assigns specific students a permanent Medicaid number.</p> <p>Important Note: Your district could lose funding for students through the federal and state resources if you fail to populate this field correctly.</p>
Migrant* <i>(SC_Migrant)</i> <i>[Students(1)]</i>	<p>{Federal & State Accountability, Special Populations: Steve Abbott, 803-734-0025}</p> <p>Check the box to indicate a student is a migrant. An SEA reviewed and approved Certificate of Eligibility (COE) is required to determine eligibility for migrant status while resident and enrolled in a school district. Migrant status is based upon the following definition:</p> <p>A migratory student is a student who is, or whose parent, spouse, or guardian is, a migratory agricultural worker, including a migratory dairy worker, or a migratory fisher, and who, in the preceding 36 months, in order to obtain, or accompany such parent or spouse in order to obtain temporary or seasonal employment in agricultural or fishing work:</p> <ul style="list-style-type: none"> • has moved from one school district to another; or • in a State that is comprised of a single school district, has moved from one administrative area to another within such district; or • resides in a school district of more than 15,000 square miles, and migrates a distance of 20 miles or more to a temporary residence to engage in a fishing activity. <p>Agricultural activity is defined as follows:</p> <ul style="list-style-type: none"> • any activity directly related to the production or processing of crops, dairy products, poultry or livestock for initial commercial sale or personal subsistence; • any activity directly related to the cultivation or harvesting of trees; or • any activity directly related to fish farms. <p>You can find the Certificate of Eligibility form on the Accountability website.</p>
Middle/Early College <i>(SC_MiddleEarlyCollege)</i> <i>[Students(1)]</i>	<p>{Research and Data Analysis, Cynthia Hearn, 803-734-8269}</p> <p>Check if the student is enrolled in an Early College Program. This field is for <u>a high school student only</u>.</p>

Moved To District
(SC_Moved_To_District)
[Students(1)]

{Research and Data Analysis: Cynthia Hearn, 803-734-8269}

In the case of a transferred student, select the appropriate disposition from the drop-down. If the student did not transfer to a South Carolina public district, other dispositions are available for Georgia, Home Schooled, Non-Border State, North Carolina, and Private School.

Abbeville County Schools (0160)	Aiken County Schools (0201)	Allendale County Schools (0301)
Anderson School District One (0401)	Anderson School District Two (0402)	Anderson School District Three (0403)
Anderson School District Four (0404)	Anderson School District Five (0405)	Anderson Alternative (0470)
Bamberg School District One (0501)	Bamberg School District Two (0502)	Barnwell School District Nineteen (0619)
Barnwell School District Twenty-nine (0629)	Barnwell School District Forty-five (0645)	Beaufort Country Schools (0701)
Berkeley County Schools (0801)	Calhoun County Schools (0901)	Charleston School District (1001)
Cherokee County Schools (1101)	Chester School District (1201)	Chesterfield School District (1301)
Clarendon School District One (1401)	Clarendon School District Two (1402)	Clarendon School District Three (1403)
Colleton School District (1501)	Darlington School District (1601)	Deaf & Blind School (5207)
Dillon School District Three (1703)	Dillon School District Four (1704)	Dorchester School District Two (1802)
Dorchester School District Four (1804)	DJJ (Juvenile Justice) (5208)	Edgefield Country Schools (1901)
Fairfield County Schools (2001)	Felton Lab Sch (5204)	Florence School District One (2101)
Florence School District Two (2102)	Florence School District Three (2103)	Florence School District Four (2104)
Florence School District Five (2105)	Georgetown School District (2201)	Governor's School for the Arts and Humanities (5364)
Governor's School for Math and Science (5395)	Greenville School District (2301)	Greenwood School District Fifty (2450)
Greenwood School District Fifty-one (2451)	Greenwood School District Fifty-two (2452)	Hampton School District One (2501)
Hampton School District Two (2502)	Home Schooled (HOME)	Horry School District (2601)
Jasper County Schools (2701)	John De La Howe (5205)	Kershaw County Schools (2801)
Lancaster School District (2901)	Laurens School District Fifty-five (3055)	Laurens School District Fifty-six (3056)
Lee County Schools (3101)	Lexington School District One (3201)	Lexington School District Two (3202)
Lexington School District Three (3203)	Lexington School District Four (3204)	Lexington School District Five (3205)
McCormick County Schools (3301)	Marion School District Ten (3410)	Marlboro County Schools (3501)
Newberry County Schools (3601)	Oconee County Schools (3701)	Non-Border State (9009)
North Carolina (9001)	Orangeburg Cons District Three (3803)	Orangeburg Cons District Four (3804)
Orangeburg Cons District Five (3805)	Other (OTHE)	Palmetto Unified School District (5209)
Pickens County Schools (3901)	Private School (PRIV)	Richland School District One (4001)
Richland School District Two (4002)	Saluda County Schools (4101)	Spartanburg School District One 4701
Spartanburg School District Two 4702	Spartanburg School District Three 4703	Spartanburg School District Four 4704
Spartanburg School District Five 4705	Spartanburg School District Six 4706	Spartanburg School District Seven 4707
Sumter School District One (4301)	Union County Schools (4401)	Williamsburg County Schools (4501)
Wil Lou Gray School (5206)	York School District One (4601)	York School District Two (4602)
York School District Three (4603)	York School District Four (4604)	SC Public Charter School District (4701)

Moved To School
(SC_Moved_To_School)
[Students(1)]

{Research and Data Analysis: Cynthia Hearn, 803-734-8269}

In the case of a transferred student, select the appropriate disposition from the drop-down list. If the student did not transfer to a South Carolina public district, leave the field blank. The drop-down will only populate after a district is chosen for the Moved To District field above.

NoShow Reason (SC_NoShow_Reason) [Students(1)]	<p>{Research and Data Analysis: Cynthia Hearn, 803-734-8269}</p> <p>Indicate the reason for the student “no showing” <u>on the first day of the new school year</u> by selecting one of the following:</p> <ul style="list-style-type: none"> • N10 – Transfer/In-District • N11 – Transfer/Out-of-District • N12 – Transfer/Out-of-State • N13 – Transfer/Adult Ed-GED • N14 – Transfer/Adult Ed-Diploma • N15 – Transfer/Adult Ed-Other • N16 – Early Graduate • N17 – Home Schooled • N18 – Foreign Exchange • N19 – Retained at Previous School • N20 – Deceased <p>Note: Students who were enrolled to attend this school during the enrollment period (spring through summer) were assigned the start date as the first day for the new school year. Should the student or parent of the student withdraw his/her enrollment, you will need to No-Show the student by withdrawing the student on this same start date and selecting the reason for this field.</p> <p>Failure to “NO-SHOW” a student who does not attend school on the first day of the new school year will negatively impact enrollment and re-enrollment data for reporting membership and attendance for students.</p>
Dropout Date (SC_Dropout_Date) [Students(1)]	<p>{Student Intervention Services: Aveene Coleman, 803-734-3057}</p> <p>For the Dropout Date field, enter the date (mm/dd/yyyy) on which the student became a dropout – usually the first date of non-attendance.</p> <p>*NOTE: The Office of Student Intervention Services may need to update the requirements for dropout data and present the changes during the annual training workshops based on any federal or state regulations. Always check the office web pages for any updates.</p>
Dropout Reason (SC_Dropout_Reason) [Students(1)]	<p>{Student Intervention Services: Aveene Coleman, 803-734-3057}</p> <p>Use the W36 Withdrawal Code (see student menu > Enrollment Section > Functions > Transfer Out of School) for all students who are identified as dropouts. These students <u>must receive both a Dropout Reason and Dropout Date</u>. (See <i>Policies for Dropout Data Collection</i> on the web page for this office.).</p> <ul style="list-style-type: none"> • Blank - blank • 20 - Status Unknown • 23 – Transfer to Adult Ed • 26 - Pregnancy • 27 - Proprietary/Trade School - No Educ. Prog • 29 - Pursue Job • 30 - Military Service - No Educ. Program • 32 - Adult Correctional Facility-No Educ Prog • 33 - Expelled / Did Not Return • 37 - Poor Attendance • 38 - Because of Age • 39 - To get Married • 40 - Low or Failing Grades • 41 - Emancipated by Courts • 42 - Suspended / Did Not Return • 43 - Hospital - No Educ. • 44 - Rehabilitative Facility - No Educ.

Title I Assistance (SC_TitleIAsstTypeCode) [Students(1)]	{Federal & State Accountability, Title I Administration: Bobby Rykard, 803-734-8110} Select whether a student is included in the Title I Program; the choice should be blank (default) for students NOT receiving assistance or T for students receiving assistance: <ul style="list-style-type: none"> Blank [default] Title 1 Assistance Title 1 Math Title 1 ELA <div> <div>Title I Assistance</div> <div> <div>Title I Math</div> <div>Title I ELA</div> </div> <div> <div>T - Target Assistance</div> </div> </div>
Title I Math (SC_TitleIMathInd) [Students(1)]	{Federal & State Accountability, Title I Administration: Bobby Rykard, 803-734-8110} Select whether a student is included in the Title I Math Program: <ul style="list-style-type: none"> N – Student not in this Title I Program Y – Yes, Student is in this Title I Program
Title I ELA (SC_TitleIReadInd) [Students(1)]	{Federal & State Accountability, Title I Administration: Bobby Rykard, 803-734-8110} Select whether a student is included in the Title I ELA Program: <ul style="list-style-type: none"> N – Student not in this Title I Program Y – Yes, Student is in this Title I Program

Special Programs Page

Start Page→Student Selection→ Special Programs

Add the special program for the student by completing the fields on the New Special Program Enrollment page. You may also use mass enrollment to enter groups of students into special programs. (For procedural information, search the Pearson website using your PowerSource login: ID 6020 – Importing/Mass Populating Special Program Enrollments)

PowerSchool
School: District Office Term: 13-14 Year

Start Page > Student Selection > Special Programs > New Special Program Enrollment

New Special Program Enrollment

Comment

Entry Date

Exit Date

Exit Reason

Grade Level

Program

Submit

Legend

Page Icons:
- Date Entry

Entry Date (Enter_Date) [SpEnrollments(41)]	{Federal & State Accountability; Assessment: Joe Saunders; Student Intervention Services: } Enter the date on which the student was enrolled in the Special Program. Use the mm/dd/yyyy or mm-dd-yyyy format so you do not get an alert. If you submit the date with an incorrect format, the date field is submitted as a blank entry.
--	--

Exit Date <i>(Exit_Date)</i> <i>[SpEnrollments(41)]</i>	{Federal & State Accountability; Assessment: Joe Saunders; Student Intervention Services: } Enter the first date the student transferred out and is no long active in the program. Use the mm/dd/yyyy or mm-dd-yyyy format so you do not get an alert. If you submit the date with an incorrect format, the date field is submitted as a blank entry. NOTE: Beginning 2013-14, indicators identifying “Special Program Services” for individual students should receive an end date prior to the start of the new school year. Each new year requires a new start date for services provided.
Exit Reason <i>(Exitcode)</i> <i>[SpEnrollments(41)]</i>	Enter a brief description indicating why the student exited the program.
Grade Level <i>(GradeLevel)</i> <i>[SpEnrollments(41)]</i>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support} This field reflects the grade level for the student <u>when enrolled in this program</u> .
Program <i>(ProgramID)</i> <i>[SpEnrollments(41)]</i>	Select the program in which the student is placed using the drop-down list provided by your district. Program Name is displayed and ProgramId is internal)

Codes and Descriptions for Special Programs

These programs may or may not be implemented in your district or school. Input those that are appropriate for use in your locations.

Code	Description	Office Contact
21 st CCLC	This program name replaces all other special program indicators for 21st Century Learning beginning 2013-14.	{Student Intervention Services, Dr. Sabrina Moore, 803-734-8279}; 21st – 21st CCLC
DO NOT USE 21st01	21st Century 1st year in Pgm	
DO NOT USE 21st02	21st Century 2nd year in Pgm	
DO NOT USE 21st03	21st Century 3rd year in Pgm	
DO NOT USE 21st04	21st Century 4th year in Pgm	
DO NOT USE 21st05	21st Century 5th year or more in Pgm	
ALTPES	Alternative Pgm - Elementary School Formerly ALC	{Office of Student Intervention Services: Aveene Coleman, 803-734-3057} Special Note: Use ALTPES, ALTPHS, or ALTPMS for Alternative School Programs An Alternative School Program is defined as one "designed to provide appropriate services to students who for behavioral or academic reasons are not benefiting from the regular school program or may be interfering with the learning of others." (South Carolina Code of Laws, 1976 (as amended, 1990); Chapter 63, Title 59,
ALTPHS	Alternative Pgm - High School Formerly ALC	

ALTPMS	Alternative Pgm - Middle School Formerly ALC	Article13; Section 59-63-1300). Note: <u>Students who are enrolled in alternative programs based on special needs (e.g. 504 plan or IEP), should not be included here.</u>
AR0001	AVID	<p>{Office of Student Intervention Services: Dr. John Lane, 803-734-8125 or Jllane@ed.sc.gov}</p> <p>AT Risk Programs -- ARxxxx</p>
AR0003	Boys & Girl Clubs of America	
AR0004	Check and Connect	
AR0006	High Schools That Work	
AR0021	Academic Alternatives	
AR0024	CBI-Educ Options Novel/Starts	
AR0025	CBI-PDI/Novanet	
AR0026	CBI-PLATO Learning, Inc.	
AR0029	Gateway to College	
AR0031	Richland One Middle College	
AR0032	Fast Forward	
AR0033	GEARUP	
AR0035	JSCG	
AR0040	Pickens County Star Academy	
AR0043	Reconnecting Youth	
AR0045	SCATE	
AR0046	Virtual School Program** Description changed 2011-12 from Virtual School to Virtual School Program. DO NOT CONFUSE with the courses offered through SC Virtual School Program — Sections Page)	
AR0047	Truant Recovery Program	
AR0048	Union Alternative School	
AR0049	Upward Bound	

AR0050	WorkKeys/KeyTrain	
AR0052	PAR	
AR0062	AIM	
AR0063	Apex Learning	
AR0064	BADD	
AR0069	Star Academy	
AR0071	SC Chamber of Commerce	
AR0072	Title One Enrichment Program	
AR0074	Family Solution Intervent Plan	
AR0080	Big Brothers Big Sisters	
AR0081	Keeping it REAL	
AR0082	Project GRAD	
AR0083	Project TND	
AR0084	Quantum Opportunities Program	
AR0085	STEP	
AR0086	Teen Outreach Program (TOP)	
AR0087	Too Good for Drugs and Violence	
AR0088	ACT EXPLORE	
AR0089	Career Education Options (CEO)	
AR0090	Complete High School MAZE	
AR0091	CMCD	
AR0092	Early College	
AR0093	LRP	
AR0094	Moss High Point Entrepreneurship	
AR0095	NFTE	
AR0096	Phoenix Academy	
AR0097	Positive Action	
AR0098	Project Respect	
AR0099	Reconnecting Youth	
AR0100	SIATech	
AR0101	Youth Build	
AR0102	Healing Species	
CDEP01	CDEPP Pgm Current Yr	<p>Program {Early Childhood: Mellanie Jinnette, 803-734-3605}</p> <p>This is the required program ID for CDEPP and indicates the students in eligible</p>

		districts/schools.
CRED07	Credit Recovery Pgm 7th Grade	
CRED08	Credit Recovery Pgm 8th Grade	
CRED09	Credit Recovery Pgm 9th Grade	
CRED10	Credit Recovery Pgm 10th Grade	
CRED11	Credit Recovery Pgm 11th Grade	
CRED12	Credit Recovery Pgm 12th Grade	
EEDASM	EEDA Summer Project	{Student Intervention Services, Dr. Sabrina Moore, 803-734-8279} EEDA –Education and Economic Development Act- Summer Project
ELLI – English Language Learner Instruction	ESOL and ELLI (Special Program Services) If the English Proficiency code of 1–5 or A–D is selected on the SC Additional Student Information Page, then a current ESOL and one or more current ELLI entries are required. (Note: “Current” means the entry has a program Entry Date from the current school year and there is no Exit Date yet.) There may be only one current ESOL entry per student per school year. There may be more than one current ELLI entry. Entry and Exit Dates <ul style="list-style-type: none"> • The program Entry Date for active ESOL and ELLI entries must be later than the last day of school for the last school year. • The SCDE will use the following rules to check for errors. • Any current ESOL or ELLI entry with a program Entry Date from last school year (i.e., no later than the close of school for the last school year) will not be considered current. • The ESOL and ELLI exit dates should not exceed the latest date that any school closes in S.C. 	
ELLI01	ESL Pull-out Class	{Federal Programs: Steve Abbott, 803-734-0025} ELLI – English Language Learner Instruction
ELLI02	ESL Class Period	
ELLI03	ESL Push-in	
ELLI04	ESL Newcomer Program	
ELLI05	ESL Sheltered Content-Based Pgm	
ELLI06	ESL Structured Immersion	
ELLI07	ESL Mainstream With Accommodations	
ELLI08	ESL Mainstream without Accommodations	
ELLI09	ESL Monitored	
ESOL01	<1 year of ESOL Service	{Federal & State Accountability: Steve Abbott, 803-734-0025} ESOL – Cohort Group
ESOL02	ESOL Svc > 1 but < 2 years	
ESOL03	ESOL Svc > 2 but < 3 years	
ESOL04	ESOL Svc > 3 but < 4 years	
ESOL05	ESOL Svc > 4 but < 5 years	
ESOL06	ESOL Svc > 5 but < 6 years	
ESOL07	ESOL Svc > 6 but < 7 years	
ESOL08	ESOL Svc > 7 but < 8 years	
ESOL09	ESOL Svc > 8 but < 9 years	

ESOL10	ESOL Svc > 9 but < 10 years	
ESOL11	ESOL Svc > 10 but < 11 years	
ESOL12	ESOL Svc > 11 but < 12 years	
ESOL13	ESOL Svc > 12 but < 13 years	
ESOL14	ESOL Svc 13 or more years	
HBSD01 Home-Based FOR DISTRICT USE	<p>Home-Based -- DISTRICT REQUEST to Add this to Special Programs, Districts have requested this item to indicate which students should be coded as home-based when a student receives educational services at home.</p> <p>Since you will use the home-based field for situations that require a student to be taught at home, ensure that IEP documentation states specifically this student qualifies for this indicator. Home-based placements by an individualized education program (IEP) team are not the same as medical homebound placements. A special education home-based placement is a change of placement for a student with a disability to a home setting by his or her IEP team.</p> <p>The IEP team must determine that such a placement is appropriate and constitutes the least restrictive environment in light of the student's disability. Home-based services for a student with a disability must be determined by the student's IEP team, which includes the student's parent, legal guardian, or surrogate parent. The amount of services for a home-based student must be individualized and meet the student's need for instruction, related services, transition services, assistive devices, and supplementary aids and services during the period of home-based placement.</p>	{Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support}
HWKC1	Homework Center < 15 days	{Student Intervention Services, Dr. Sabrina Moore, 803-734-8279} HWC – After-school Homework Center
HWKC2	Homework Center 15 or more days	
Group Homes / Residential Treatment Facilities	<p>Group Homes{Exceptional Children: TBD; 803-734-8221; Research and Data Analysis, Cynthia Hearn, 803-734-8269 or Lisa Woodard, 803-734-8573} Residential Treatment Facilities {Exceptional Children: Beverly Bequeath-Collum; bcollom@ed.sc.gov; Research and Data Analysis: Cynthia Hearn; 803-734-8269 or Lisa Woodard, 803-734-8573}</p> <p>Each year, students in some districts are sent to group homes or residential treatment facilities (RTFs), either in the students' districts or in another district in the state. Those students remain in the accountability system for assessments and for graduation rate calculations, among other reports.</p> <p>Students are typically placed in group homes by state agencies based on specific student or family needs. Students are usually placed in RTFs by state agencies because of behavioral, medical, health, or other needs that require medical or psychiatric interventions. Together, group homes and RTFs are referenced as "out-of-home care facilities" or "therapeutic care facilities" in materials from the Office of Exceptional Children; in PowerSchool, such facilities are not</p>	

	grouped, per se, and should be considered different types of facilities for record keeping purposes. Identify students who are being served in group homes or residential treatment facilities by using the codes below to indicate where and how students are served.	
Group Homes	<ul style="list-style-type: none"> • GHO-1FS -- Served Full-time at District School Student is served in a group home or other group care facility and is receiving educational services full-time at the public school (Formerly – Group Home Services = “FS”). • GHO-2PS -- Served Part-time at District School Student is served in a group home or other group care facility and is receiving educational services part-time at the public school (Formerly – Group Home Services = “PS”). • GHO-3FD -- FT at Facility-District Provides Ed Svc Student is served in a group home or other group care facility and is receiving all educational services at the facility with public school district providing educational services. (Part 1B, Section 1.8, H63 Department of Education, 2012-2013 Appropriation Act) • GHO-4FF -- FT at Facility-Facility Provides All Ed Svc Student is served in a group home or other group care facility and is receiving all educational services at the facility with facility school district contracting the services. (Although available as an option in PowerSchool, GHO-4FF – is not a valid code under Part 1B, Section 1.8, H63 Department of Education, 2012-2013 Appropriation Act, where districts have the responsibility to provide educational services to students residing in group facilities.) 	
Residential Treatment Facilities	<ul style="list-style-type: none"> • RTF-1FS -- Served Full-time at District School Student is served in a residential treatment facility and is receiving educational services full-time at the public school (Formerly – Group Home Services = “FS”). • RTF-2PS -- Served Part-time at District School Student is served in a residential treatment facility and is receiving educational services part-time at the public school (Formerly – Group Home Services = “PS”). • RTF-3FD -- FT at Facility-Dist Provide Ed Svc Student is served in a residential treatment facility and is receiving all educational services at the facility with public school district providing educational services. (Part 1B, Section 1.61, H63 Department of Education, 2012-2013 Appropriation Act) 	

	<ul style="list-style-type: none"> RTF-4FF -- FT at Facility-Facility Provides All Ed Svc Student is served in a residential treatment facility and is receiving all educational services at the facility with facility school district contracting the services. (Part 1B, Section 1.61, H63 Department of Education, 2012-2013 Appropriation Act) 	
International Baccalaureate (IB)	<p>The International Baccalaureate Programs are offered as a Primary Years, a Middle Years, and a Diploma Program and conform to the requirements of the International Baccalaureate Organization.</p> <p>SC Uniform Grading Policy information for the International Baccalaureate Courses in a Diploma Program:</p> <p>The following criteria apply to the International Baccalaureate (IB) courses—including those offered online and in other nontraditional settings and those recorded on a transcript from an out of state school that is accredited under the regulations of the board of education of that state or the appropriate regional accrediting agency: the New England Association of Colleges and Schools, the Middle States Association of Colleges and Schools, the Southern Association of Colleges and Schools, the North Central Association of Colleges and Schools, the Western Association of Colleges and Schools, or the Northwest Association of Colleges and School (as specified in State Board Regulation 43273, Transfers and Withdrawals).</p> <ul style="list-style-type: none"> Only IB courses can be awarded only a full quality point above the CP weighting. Seminar or support courses for IB may be weighted as honors but not as IB courses: a standard level (SL) IB course can carry only one quality point. However, two quality points of IB credit can be granted for higher level (HL) courses in the IB program that require a minimum of 240 hours of instruction. 	<p>{Federal and State Accountability: Dr. Briana Timmerman; 803-734-8046, BTimmerman@ed.sc.gov}</p>
MONT01	Montessori (within a school)*	{Office of School Effectiveness: Katie Golfus, 803-734-8470}

Staff Page

Start Page > Staff > Select a Staff Member > Edit Information

Start Page > Staff > Select A Staff Member > Edit Information - Amos, Louise 5454545454

Edit Information - Amos, Louise 5454545454

Name (Last, First MI) * *

Preferred Name

Email Address

Title

Gender

Federal Ethnicity and Race

Ethnicity Is the staff member Hispanic or Latino?

☐ Yes
☒ No

Race What is the staff member's race?

☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☒ White ☐ Native Hawaiian or Other Pacific Islander

Reporting Ethnicity

ID 5454545454 *

StatePrId (Cert #)

Homeroom

School

Lunch ID

Home Phone #

School Phone #

Street

City, State, Zip

SSN

DOB (MM/DD/YYYY)

Staff Status

Status

SC Additional Staff Information

Generation (Jr., Sr., etc.)

Name (Last, First, M) <i>(First_Name)</i> <i>(Last_Name)</i> <i>(Middle_Name)</i> <i>[Teachers(5)]</i>	[Teacher Effectiveness; Deborah Larkin; 803-734-3454] Ensure the name is entered properly: Last Name, First Name and then Middle Name or Middle Initial. This will help with matching the teacher's records for the purpose of verifying the teacher's highly qualified status through the Office of Teacher Effectiveness. These data values are used for "highly qualified" reporting.
Email Address <i>(Email_Addr)</i> <i>[Teachers(5)]</i>	[Data Mangement and Analysis: Technology Services Web Support] Enter the teacher's full e-mail address so the SCDE offices can send direct communications via this media.
Gender <i>(Gender)</i> <i>[Teachers(5)]</i>	Verify the correct gender: <ul style="list-style-type: none"> F – Female M – Male
Ethnicity <i>(FedEthnicity)</i> <i>[Teachers(5)]</i>	Is the staff member Hispanic or Latino? The ONLY choice is Yes or No: <ul style="list-style-type: none"> Y – Yes N – No
Race <i>(RaceCd)</i> <i>[Teachers(5)]</i>	Choose one OR MORE to indicate the race: <ul style="list-style-type: none"> I –American Indian or Alaska Native A – Asian B – Black or African American W – White (or Caucasian) P – Native Hawaiian or Other Pacific Islander
ID <i>(ID)</i> <i>[Teachers(5)]</i>	The ID number is automatically entered by the PS application; you can manually edit this number if necessary.

Staff Status <i>(StaffStatus)</i> <i>[Teachers(5)]</i>	<p>We recommend that you assign a staff status to each staff member. This makes searching for and selecting staff members more efficient. To specify the staff member's status, choose one of the following from the pop-up menu:</p> <ul style="list-style-type: none"> • Not Assigned • Teacher • Staff • Lunch • Substitute <p>Note: For a user to appear in PowerSchool's teacher's pop-up menus, Teacher must be selected.</p>
Status <i>(Status)</i> <i>[Teachers(5)]</i>	<p>Specify the staff member's status by choosing one of the following from the pop-up menu:</p> <ul style="list-style-type: none"> • Current • No longer here <p>If you choose “No longer here,” the staff member’s PowerSchool account is inactive and he or she cannot access PowerSchool.</p>
Generation <i>(SC_Tchr_Generation)</i> <i>[Teachers(5)]</i>	<p>Choose the generation from choices below:</p> <ul style="list-style-type: none"> • None • II • III • IV • V • Jr. • Sr.
SSN <i>(SSN)</i> <i>[Teachers(5)]</i>	<p>[Teacher Effectiveness; Deborah Larkin; 803-734-3454] Enter the teacher’s SSN. This will help with matching the teacher to the Office of Educator Certification’s records for the purpose of verifying the teacher's highly qualified status. These data values are used for “highly qualified” reporting.</p>
StatePrid <i>(SIF_StatePRID)</i> <i>[Teachers(5)]</i>	<p>[Teacher Effectiveness; Deborah Larkin; 803-734-3454] Enter the teacher’s certification number issued by the Office of Educator Certification. You must enter 000000 (six zeroes) if the teacher has not been issued a teaching certificate through the SCDE. This will help with matching the teacher to the Office of Educator Certification's records for the purpose of verifying the teacher's highly qualified status. These data values are used for “highly qualified” reporting.</p>

State/Province – SC Page

(South Carolina State Information)

Start Page-->Student Selection-->State/Province-SC

PowerSchool

South Carolina State Information

Arntson, Paige C 103430 AGHS1

Quick Lookup
Print A Report
Switch Student
List (13)

Information

Access Accounts
Addresses
Custom Screens
Demographics
Emergency/Medical
Family
Health
Modify Info
Other Information
Parents/Guardian
Photo
State/Province - SC
Transportation

Academics

Attendance
Enter Attendance
Cumulative Info
Graduation Plan Progress
Graduation Plan Selection
Graduation Progress
Historical Grades
Honor Roll
Standards

South Carolina State Information

State ID

Include this student in State Reporting **Yes**

Self Contained Date

EFA/EIA Classification Information

CATE

Early Childhood
Student Supplemental
Precode
Transportation
Work-based Learning

Additional Student Information
Graduation Rate Planning Worksheet

Submit

You can verify each student's Student State ID number here after the SUNS process writes back this unique identifier through the SIF agents.

<p>(Student) State ID (State_StudentNumber) [Students(1)]</p>	<p>{ Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support }</p> <p>The SUNS (State Unique Numbering System) through the PowerSchool SIF agent automatically populates the State ID field when you enroll or transfer a student into your school; however, you MUST enter the required fields. Verify data values for the fields listed below:</p> <ol style="list-style-type: none"> 1. Last Name – legal name 2. First Name – legal name 3. Gender 4. Date of Birth 5. Grade Level 6. Student ID (assigned by PowerSchool) 7. Ethnicity: Hispanic/Latino (Y/N) (required as of 08/2011) <ul style="list-style-type: none"> • PowerSchool field is FedEthnicity. • Values: -1=not set, 0=No, 1=Yes 8. Race (1 or more of the 5 check boxes must be checked) (required as of 08/2011) <ul style="list-style-type: none"> • Stored in the StudentsRace table and not the Students table. • You must search on it differently from the Start page. Example: /Entrydate>=08/17/2011;Race.FedCode not in B, W, I, A, P. <p>Note: The Scheduling/Reporting Ethnicity (demographics page) field is not required as of 8/2011 but must still be set for the Enrollment Summary in PowerSchool and other district/school data needs.</p>
	<p>If data exists in the following fields, it will help in getting a state ID number although data are not required to be in these fields:</p> <ol style="list-style-type: none"> 1. Legal Middle Name 2. Legal Name Suffix

	<p>3. Social Security Number (must be formatted properly and no part of the SSN may be all zeroes)</p> <p>After searching for all students missing their state id, the List Students function is helpful in identifying what data are missing on a student with the exception of the Race checkboxes. Use the search above to find students with Race checkbox(s) not set.</p> <p>Last_Name First_Name Gender DOB Grade_level FedEthnicity Entrydate SSN</p> <p>Each district technology representative must properly install the SUNS software components to receive this number without user intervention.</p> <p>Note: Users without administrative rights may <u>not</u> see the value populating this box; that is, it will appear blank.</p>
<p>Include this student in State Reporting <i>SC_IncludeInReporting</i> <i>[Students(1)]</i></p>	<p>{Finance: Mellanie Jinnette, 803-734-3605}</p> <p>The “Include this student in State Reporting field” indicates the manner in which this student is counted for average daily attendance and membership. “Y” is the default value. SCDE recognizes only “Y” and “N.” The ADA setting can affect the state reports. Refer to the Office of Finance’s Pupil Accounting Manual.</p> <p>Note: Users without administrative rights may not see the value populating this field; that is, it will appear blank.</p>
<p>Self-Contained Date <i>(SC_SelfContained_Date)</i> <i>[Students(1)]</i></p>	<p>{Exceptional Services: }</p> <p>Enter the self-contained date for this student. The self-contained date must be a valid date (mm/dd/yyyy) in the current school year as well as an in-session day for students.</p> <p>This field is blank by default.</p>

Student Supplemental Page

Start Page > Student Selection > South Carolina State Information > Student Supplemental>Student Supplemental Data Entry

Start Page > Student Selection > South Carolina State Information > SC Student Supplemental

Student Supplemental Data Entry

Adams, Eric 10 4870 SHS1

CATE Early Childhood Student Supplemental Precode Transport Work-Based Learning

Diploma Earned	<input type="text"/>	Graduated School Nbr: 0	Graduated School Name:
Diploma Ordered	<input type="text"/>		
Diploma Order Num	<input type="text"/>		
Award Earned	<input type="text"/>		
Award Ordered	<input type="text"/>		
Scholarship Ordered	<input type="text"/>		
	Month Year		
Date GED Earned	<input type="text"/>		
Retained Reason	<input type="text"/>		
Times Retained	<input type="text"/>		
Alt School Program	<input type="text"/>		
Group Home Facility (Where Student is served)	<input type="text"/>		
Group Home Services (How Student is served)	<input type="text"/>		
Foster Home	<input type="text"/>		
504 Plan	<input type="text"/>		
Comp Health	<input type="text"/>		
PE Compliance	<input type="text"/>		
Ninth Grade Code	<input type="text"/>		
G&T Qualified	<input type="text"/>		

Submit

Comp Health	<input type="text"/>
PE Compliance	<input type="text"/>
Ninth Grade Code	<input type="text"/>
G&T Qualified	<input type="text"/> <ul style="list-style-type: none"> A - GTA - G & T Academic R - GTR - G & T Artistic B - Both - GTA & GTR

Diploma Earned <i>(SC_DiplomaEarnedCode)</i> <i>[Students(1)]</i> <i>This information is entered on this page and displayed on the CATE Page.</i>	<p>[Federal and State Accountability: Darlene Prevatt, 803-734-3477]</p> <p>Select the appropriate dropdown value for the student based on the following choices:</p> <ul style="list-style-type: none"> • Blank –[default] • F – State of SC Diploma • H – State of SC Certificate • N – District non-diploma document • X – Did not meet requirements to graduate <p>Note: When you populate this field on the Student Supplemental Page with the code F, H, N, or X, the code selected is automatically populated for the Diploma Earned field on the CATE Tab.</p>
Graduated School Nbr <i>(Graduated_SchoolID)</i> <i>[Students(1)]</i>	<p>[Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support; Federal and State Accountability: Darlene Prevatt, 803-734-3477]</p> <p>Verify the number (3-digit school code) for the school from which the student completed graduation requirements and received a high school diploma.</p> <p>Displaying this value for this field on this page provides better access to users who need to know/report the ID for the school last attended by the graduate. Once the PowerSchool end of year process is run, the student becomes a member of the PS Graduated Students School based on the setting “99” as the next school year.</p>
Graduated School Name <i>(Graduated_SchoolName)</i> <i>[Students(1)]</i>	<p>[Research and Data Analysis (PowerSchool Information, Data Warehouse Administration), Technology Services Web Support; Federal and State Accountability: Darlene Prevatt, 803-734-3477]</p> <p>Enter the name for the school from which the student completed graduation requirements and received a high school diploma. This name is automatically populated during the End of Year Process and is based on the school name from which the student graduated.</p>

Diploma Ordered (SC_DiplomaOrdCode) [Students(1)]	<div>{Federal and State Accountability: Darlene Prevatt, 803-734-3477}</div> <p>Select the most appropriate form(s) at the time you collect counts for ordering your diplomas and certificates. The Office of Federal and State Accountability coordinates the ordering of high school diplomas, State certificates, and Academic Honors Awards.</p> <ul style="list-style-type: none">Blank – [default]F – State of SC Diploma<ul style="list-style-type: none">The student must (1) complete a minimum of 24 units of credit as prescribed and (2) meet the standard on all subtests of the exit examination.The prescribed unit requirements for a state high school diploma are as follows:<ul style="list-style-type: none">English/language arts – 4math – 4physical education or JROTC (Junior Reserve Officer Training Corps) – 1U.S. History – 1economics – .5U.S. Government –.5other social studies – 1science – 3computer science (including keyboarding) – 1foreign language or career and technology education – 1electives –7H – State of SC Certificate<ul style="list-style-type: none">For a student to receive a state high school certificate, he or she(1) must complete 24 units of credit as prescribed(2) must have failed to meet the standard on any subtest of the exit examination.B – State of SC Diploma and State of SC Certificate<ul style="list-style-type: none">The student will receive a diploma or a certificate; however, if the student whose completion of credits or final scores for exit examinations is not known at the time school officials need to place an order, selecting the B will ensure there is an appropriate award available for the student.																				
Diploma Order Num(ber) (SC_DiplomaOrdID) [Students(1)]	<div>{Federal and State Accountability: Darlene Prevatt, 803-734-3477}</div> <p>Select the appropriate order number. The order number specifies the number of the order you send to the Office of Federal and State Accountability throughout the current fiscal year; for example, your first order for the current school year will be 01; your second order for the current school year will be 02, etc., as follows:</p> <table><tr><td>01 – Order 1</td><td>06 – Order 6</td><td>11 – Order 11</td><td>16 – Order 16</td></tr><tr><td>02 – Order 2</td><td>07 – Order 7</td><td>12 – Order 12</td><td>17 – Order 17</td></tr><tr><td>03 – Order 3</td><td>08 – Order 8</td><td>13 – Order 13</td><td>18 – Order 18</td></tr><tr><td>04 – Order 4</td><td>09 – Order 9</td><td>14 – Order 14</td><td>19 – Order 19</td></tr><tr><td>05 – Order 5</td><td>10 – Order 10</td><td>15 – Order 15</td><td>20 – Order 20</td></tr></table>	01 – Order 1	06 – Order 6	11 – Order 11	16 – Order 16	02 – Order 2	07 – Order 7	12 – Order 12	17 – Order 17	03 – Order 3	08 – Order 8	13 – Order 13	18 – Order 18	04 – Order 4	09 – Order 9	14 – Order 14	19 – Order 19	05 – Order 5	10 – Order 10	15 – Order 15	20 – Order 20
01 – Order 1	06 – Order 6	11 – Order 11	16 – Order 16																		
02 – Order 2	07 – Order 7	12 – Order 12	17 – Order 17																		
03 – Order 3	08 – Order 8	13 – Order 13	18 – Order 18																		
04 – Order 4	09 – Order 9	14 – Order 14	19 – Order 19																		
05 – Order 5	10 – Order 10	15 – Order 15	20 – Order 20																		
Award Earned (SC_AwardEarnCode) [Students(1)]	<div>{Federal and State Accountability: Darlene Prevatt, 803-734-3477}</div> <p>Enter the Award document earned by the student.</p> <ul style="list-style-type: none">Blank – None [default]J – Academic Honors																				

<p>Award Ordered (SC_AwardOrdCode) [Students(1)]</p>	<p>{Federal and State Accountability: Darlene Prevatt, 803-734-3477}</p> <p>Select I – Academic Honors from the drop down for students who will receive academic honor awards.</p> <ul style="list-style-type: none"> • Blank – None [default] • I – Academic Honors <p>For a student to receive an Academic Achievement Honors Award, the student must meet the following qualifications:</p> <ul style="list-style-type: none"> • complete twenty-four units of credit as prescribed • meet the standard on all subtests of the exit examination • receive a minimum grade of “B” for each semester course in grades 9-12 through the seventh semester • achieve either a score of 710 on the SAT verbal or a score of 690 on the SAT math, or an ACT score of 30 on English or 33 on mathematics. <p>If the student does not meet the above criteria, he/she can qualify for academic honors if he meets the following qualifications:</p> <ul style="list-style-type: none"> • completed twenty-four units of high school credit • be eligible for graduation with a state high school diploma • have a combined score of 1400 on the SAT verbal and math sections, or an ACT composite score of 31 <p>Of the twenty-four units earned, eighteen units must be college preparatory coursework, four units in additional electives, and two units in one or more of the following: English, science, social studies or mathematics.</p> <p>College preparatory coursework includes:</p> <ul style="list-style-type: none"> • English [English I or above] (four units) • mathematics [Algebra I or above] (four units) • laboratory science (three units) • social studies [United States/South Carolina studies, Economics/Government, and one unit of global studies/world history, global studies/world geography, or western civilization] (three units) • computer science (one unit) • physical education (one unit) • foreign language (two units)
<p>Scholarship Ordered (SC_ScholarshipOrdCode) [Students(1)]</p> <p>The SCDE no longer collects this information.</p>	<p>{Federal and State Accountability: Darlene Prevatt, 803-734-3477}</p> <p>Certificates of recognition are no longer being offered for scholarships. DO NOT select K – Life, L – Palmetto Fellows or M – Life & Palmetto Fellows.</p>
<p>Date GED Earned (SC_YRGED_Earned) [Students(1)]</p>	<p>{Student Intervention Services: Aveene Coleman, 803-734-3057; Research and Data Analysis: Cynthia Hearn, 803-734-8269}</p> <p>Enter the year (YYYY) the student earned his/her GED through the Adult Ed Program. This is a new field for 2013-14.</p>
<p>Date GED Earned (SC_MOGED_Earned) [Students(1)]</p>	<p>{Research and Data Analysis: Cynthia Hearn, 803-734-8269}</p> <p>Enter the month (MM) the student earned his/her GED through the Adult Ed Program. This is a new field for 2013-14.</p>

Retained Reason <i>(SC_RetainReasonCode)</i> <i>[Students(1)]</i>	{Research and Data Analysis: Cynthia Hearn, 803-734-8269} Select from the drop down list the most appropriate reason the student was retained for the current year: <ul style="list-style-type: none"> • 01 – Poor grades • 02 – Low test score • 03 – Teacher judgment • 04 – Poor grades & Low test score • 05 – Poor grades & Teacher judgment • 06 – Low test score & Teacher judgment • 07 – Poor grades & Low test scores & Teacher • O – Other
Times Retained <i>(SC_TimesRetained)</i> <i>[Students(1)]</i>	{Student Intervention Services: Dr. John Lane, 803-734-8125} Key in the number of years a student has been retained in a grade while at this school. For example, a sixth grade student is enrolled for the school year 2006 in ABC Middle School that houses grades 6-8. If he failed to advance to the seventh grade for the year 2007; and he was retained for one year, key the number “1” in the Times Retain field. If he failed to advance to the seventh grade for the year 2008, edit this field to reflect the change from one year by keying the number “2” in this field.
Alt School Program <i>(SC_AltSchProgInd)</i> <i>[Students(1)]</i> READ ONLY FIELD- Beginning 2013-14 SCDE does not collect these data values.	{Office of Student Intervention Services: Aveene Coleman, 803-734-3057}; {Research and Data Analysis: Cynthia Hearn, 803-734-8269} This field is set to READ ONLY and is no longer used to collect information for students. See Special Programs: ALTPES – Elementary ALTPHS – High ALTPMS – Middle
Group Home Facility <i>(SC_Group_Home_Facility)</i> <i>[Students(1)]</i> SCDE no longer uses this field.	{Office of Research and Data Analysis: Cynthia Hearn, 803-734-8269; Exceptional Children: TBD} <u>This field is no longer used to collect information for students being served at a group home facility as indicated by the “grayed out” text in the title cell.</u> The “Start of Year 2012-13” document provides instructions on how to add the various facilities as Special Programs so that you can provide beginning and ending dates.
Group Home Services <i>(SC_Group_Home_Services)</i> <i>[Students(1)]</i> SCDE no longer uses this field.	{Exceptional Children: TBD; Research and Data Analysis: Cynthia Hearn, 803-734-8269} <u>This field is no longer used to collect information for students being served at a group home facility as indicated by the “grayed out” text in the title cell.</u> The “Start of Year 2012-13” document provides instructions on how to add the various services as Special Programs so that you can provide beginning and ending dates.
Foster Home <i>(SC_Foster_Home)</i> <i>[Students(1)]</i>	{Exceptional Children: TBD; Research and Data Analysis: Cynthia Hearn, 803-734-8269} Indicate whether or not a student resided in a foster home for the current school year: <ul style="list-style-type: none"> • Blank – No [default] • Y – Yes

504 Plan (SC_Plan504Code) [Students(1)]	<p>[Exceptional Children]</p> <p>Select the primary life function (only one) in which the student is most substantially limited according to documentation of disability. Leave this field blank if the student does not have a 504 Accommodations Plan that specifies testing modifications and/or accommodations.</p> <ul style="list-style-type: none"> • Blank – No Plan [default] • BH – Breathing • CFO – Caring for Oneself • ET – Eating • HR – Hearing • IWO – Interacting with Others • LN – Learning • LT – Lifting • PMT – Performing Manual Tasks • SE – Seeing • SK – Speaking • THK – Thinking • WK – Walking • WOK – Working <p>The student may have a 504 Accommodations Plan, which specifies testing modifications and/or accommodations, required owing to a documented disability. The student has a record of having or may be regarded as having a physical or mental impairment which substantially limits one or more major life activities, such as caring for oneself, performing manual tasks, hearing, speaking, breathing, learning, or working, but does not require the student to be classified as special education.</p>
Comp Health (SC_CompHealthEdCode) [Students(1)]	<p>[Instructional Practices and Evaluation, CHE: Christine Beyer at 803-734-2782]</p> <p>Select the appropriate Comprehensive Health Education (CHE) status for each student based on the following choices:</p> <ul style="list-style-type: none"> • 01 – Yes, requirement met (In a separate health course) • 02 – Yes, except for written exempt (Requirement met in a separate health course except for written exemption from sexuality instruction) • 03 – Yes, integrated units (Requirement met with health integrated into another subject area) • 04 – Integrated units, exempt (Requirement met with health integrated into another subject area except for written exemption from sexuality instruction) • 05 – No, requirement not met <p>The specific content and time required for CHE instruction for students is required by the Comprehensive Health Education Act (Chapter 32, Section 59-32-5 through section 59-32-90 of the SC Code of Laws). Districts and schools are held accountable for providing this instruction.</p> <p>The time required for health instruction shall not be less than that required in the 1986-87 school year. The SDE Defined Minimum Program for 1986-87 states that grades K-6 receive 45 hours of health instruction per year, grades 7-8 requires 37.5 hours, and grades 9-12 students must receive a minimum of 750 minutes of reproductive health and pregnancy prevention in addition to the other content areas of health instruction.</p> <p>The South Carolina Department of Education (SCDE) is mandated to ensure compliance with the CHE Act and schools are required to report annually. The options for meeting the requirement in a separate course or integrated units are specifically stated in the law. The option of written parent exemption from the sexuality portion of instruction is clearly permitted in the law.</p>

PE Compliance
 (SC_PECCompCode)
 [Students(1)]

(Instructional Practices and Evaluation, Christine Beyer, 803-734- 2782)

Select the most appropriate answer for this question: Did the student receive instruction in compliance with the High School Physical Education Course of Study law?

- 01 – Yes, Personal Wellness / Lifetime Fitness (One semester of personal fitness and wellness, and one semester of lifetime fitness received.
- 02 – No, 1 Sem of Personal Wellness (Only one semester of personal fitness and wellness received.)
- 03 – No, 1 Sem of Lifetime Fitness (Only one semester of lifetime fitness received.)
- 04 – No, Neither Received
- 05 – No, ROTC Equivalent
- 06 – No, Medical or Religious Exemption
- 07 – No, Adaptive Physical Education
- 08 – No, IEP Exemption

Note: In previous years IEP was combined with Medical or Religious Exemption; you now have two separate selections. See Answer Codes 06 and 08.

COMPLIANCE WITH THE HIGH SCHOOL PHYSICAL EDUCATION COURSE OF STUDY, SC Code of Laws – Chapter 32, Section 59-29-100:

Supervision of administration of physical education program by
 State Superintendent of Education.

The State Superintendent of Education shall supervise the administration of Section 59-29-80 and shall prescribe the necessary course or courses in physical education, training, and instruction. Beginning with school year 1995-96, the required physical education course in the secondary schools shall occur over two semesters. For one semester, a personal fitness and wellness component must be taught and for one semester a lifetime fitness component must be taught either over the semester or in two nine-week divisions. The State Board of Education is authorized to promulgate regulations and prepare or cause to be prepared, published, and distributed a manual of instruction, courses of study, or other matters as it considers necessary or suitable to carry out the provisions of this section.

Rationale -- The Superintendent and the State Board of Education are specifically mandated in the law to ensure compliance with the high school physical education requirement.

<p>Ninth Grade Code – 9 GR (SC_NinthGradeCode) [Students(1)]</p>	<p>[Research and Data Analysis, Cynthia Hearn, 803-734-8269]</p> <p>Choose the code to indicate <u>the school year in which the student first enrolled in grade 9</u>. The data are used to determine which students are to be included in HSAP analyses and which students are to be used in the calculation of graduation rates for a particular year.</p> <ol style="list-style-type: none"> 1. If the student was enrolled in grade 9 for only one semester during a school year, the student should be coded as enrolled. 2. If the student first enrolled in grade 9 in another school or another school district, the student should be coded as enrolled. 3. If the student skipped grade nine, code the school year in which the student first enrolled in grade 10. <p>There are exceptions for each grade level and year based on retentions for students. Please note exceptions and ensure accurate coding for those students.</p> <ul style="list-style-type: none"> • 00 – 1999-2000 • 01 – 2000-2001 • 02 – 2001-2002 • 03 – 2002-2003 • 04 – 2003-2004 • 05 – 2004-2005 • 06 – 2005-2006 • 07 – 2006-2007 • 08 – 2007-2008 • 09 – 2008-2009 (→PowerSchool implementation began in SC) • 10 – 2009-2010 • 11 – 2010-2011 • 12 – 2011-2012 • 13 – 2012-2013 • 14 – 2013-2014 • 15 – 2014-2015 • 99 – 1998-1999 <p>Note: Do not edit previous years' records without contacting the Office of Research and Data Analysis.</p>
---	--

G&T Qualified
(SC_GT_Qualified)
[Students(I)]

SCDE does not require that you populate this field; however, the data values would provide schools and districts with historical information.

(Federal and State Accountability: Darlene Prevatt; Instructional Practices and Evaluations, Lamont Moore)

Though this field is not mandatory to complete for SCDE data collection, it is very helpful for school or district administrative purposes. With this in mind you can select the appropriate dropdown value for the student based on the following choices:

- Blank – None [default]
- A – GTA – G&T Academic
- R – GTR – G&T Artistic
- B – Both – GTA and GTR

The purpose for GT designation on the Student Supplemental Field Page is to have a place where districts can code students who qualify for GT Academic (GTA), GT Artistic (GTR), or Both. This information will not change based on services each year. In other words, the idea is to have a more permanent place to code students as GT. Though populating the GT designation(s) on this page is not required at this point, it is highly recommended. The benefit of coding here is that district administrators can easily see if the student is GT qualified, especially in transition grades, intra-district moves, and even out of district moves in SC.

Note: The additional G&T Academic drop down options are located on the EFA/EIA Classification Information page if a student is classified as such for an EIA field. The EIA (funding) codes are based on how the student is served each year. So, if a student does not participate in a particular year, that student is not coded in this category. ONLY students who are properly served are coded as part of EIA data.

Transfer Information Page

Start Page → Student Selection → Transfer Info → Edit Current Enrollment

Start Page > Student Selection > Edit Current Enrollment

Edit Current Enrollment

Adams, Brooke Lyn - 4 - 179562

Entry Date: 08/19/2013 (MM/DD/YYYY) *

Entry Code: E (Eligible for State Funding) ▼

Entry Comment (entry & exit):

Exit Date: 06/06/2014 (MM/DD/YYYY) *

Exit Code: ▼

Exit Comment:

Full-Time Equivalency: Default ▼

Grade Level: 4 ▼

Track: ▼

District of Residence: Union County Schools (4401) ▼

Note: This screen may not be used to transfer a student in or out of school. Click on Functions to find links to those operations.

Submit

SC Valid Entry Codes:
E (Entered school this year or EEI (Not eligible for funding))

Entry and Exit Data Values


Entry Date <i>(EntryDate)</i> <i>[Students(1)]</i> <i>And</i> <i>[Reenrollments(18)]</i>	[Finance: Mellanie Jinnette, 803-734-3605] This field reflects information concerning the student's enrollment status. Changes to the student's enrollment status are made in the student menu > Enrollment section > Functions. Enrollment information can be edited from the Transfer Info > Edit Current Enrollment page. Date format: mm/dd/yyyy
Entry Code <i>(EntryCode)</i> <i>[Students(1)]</i> <i>And</i> <i>[Reenrollments(18)]</i>	This field reflects information concerning the student's enrollment status. Changes to the student's enrollment status are made in the student menu > Enrollment section > Functions. Enrollment information can be edited from the Transfer Info > Edit Current Enrollment page. SC Entry Codes: <ul style="list-style-type: none"> • E indicates the student entered school during the current year • EEI indicates the student is not eligible for funding for this current school year.
Exit Date <i>(ExitDate)</i> <i>[Students(1)]</i> <i>And</i> <i>[Reenrollments(18)]</i>	This field reflects information concerning the student's enrollment status. Changes to the student's enrollment status are made in the student menu > Enrollment section > Functions. Enrollment information can be edited from the Transfer Info > Edit Current Enrollment page. Note the date format: mm/dd/yyyy.
Exit Code <i>(ExitCode)</i> <i>[Students(1)]</i> <i>And</i> <i>[Reenrollments(18)]</i> Note changes for the code W38 and the new code W40 – for 2013-14.	This field reflects information concerning the student's enrollment status. Changes to the student's enrollment status are made in the student menu > Enrollment section > Functions. Enrollment information can be edited from the Transfer Info > Edit Current Enrollment page. SC Exit Codes: <ul style="list-style-type: none"> • W10 (Transfer /In-District) • W20 (Withdrawn/Unknown Status) • W21 (Graduated) • W22 (Transfer/Out of District) • W23 (Transfer/Adult Education) • W24 (Moved Out of District/School Unknown) • W25 (Withdrawn/Home Schooled) • W26 (Withdrawn/Health or Pregnancy) • W27 (Withdrawn/Tech School) • W28 (Withdrawn/4-Year College) • W29 (Withdrawn/Work) • W30 (Withdrawn/Military) • W31 (Withdrawn/Juvenile Corrections) • W32 (Withdrawn/Adult Corrections) • W33 (Withdrawn/Expulsion) • W34 (Withdrawn/Charter School) • W35 (Deceased) • W36 (Dropout) • W37 (Re-enrolled Next School Year) • W38 (Adult Ed – Diploma Tracking) • W39 (Exceeded Max Age for Attendance) • W40 (Adult Ed – GED Tracking) • EG Early Graduate • GC Grade Change • NS (No Show) • P Promoted • R Retained Remember to verify all codes for your district to ensure all updates are in your list.

Grade Level <i>(Grade_Level)</i> <i>[Students(1)]</i> <i>And</i> <i>[Reenrollments(18)]</i>	[Exceptional Services: Cathy Boshamer, 803-734-8224] Verify/edit to ensure the grade level to which a student is assigned is correct for the current year and the current school. If a student is assigned to a school for which the grade level cannot accurately display the student's "correct" grade level, then assign <u>the highest grade level in the range for this specific school.</u> Note: Some special programs to which students are assigned are offered at physical locations for which grade levels cannot correctly indicate true grade level. Enter the student's "True Grade" value on the SC Additional Student Information page.
District of Residence <i>(DistrictOfResidence)</i> <i>[Students(1)]</i>	For a new student, you will select the District of Residence from the drop-down list on the Enroll New Student page. Use the Edit Transfer Information page to verify the district for which the student would be zoned to attend his/her current school. The District of Residence is the geographical district in which the parent(s) or legal guardian(s) lives. The South Carolina Code of Laws Ann. § 59-63-30 states "a child shall be entitled to attend the public schools of any school district, without charge, if such child resides with its parents or legal guardian; and the parent or legal guardian, with whom the child resides, is a legal resident of such school district." South Carolina Code of Laws § 59-19-90 (9) & (10) provides for the general powers and duties of your local school board of trustees. "The local board of trustees has the sole authority and jurisdiction under state law to transfer and assign pupils. To transfer any pupil from one school to another so as to promote the best interests of education, and determine the school within its district in which any pupil shall enroll; and (10) Prescribe conditions and charges for attendance." Neither the State Department of Education nor the State Superintendent of Education has the legal authority to intervene and override the local school board decisions made regarding issues of this nature.
School <i>(School_ID)</i> <i>[Reenrollments(18)]</i>	Name of the school in which the student was enrolled by grade level.

PowerSchool
School: Dutch Fork High School Term

Start Page > Student Selection > Transfer Information

Transfer Information

 DFHS

Current Enrollment						
Entry Date / Code	Exit Date / Code	Grade	Entry Comment	Exit Comment	School	
08/18/2011	E 06/02/2012	12	Promote Same School		Dutch Fork High School	

Previous Enrollments						
Entry Date / Code	Exit Date / Code	Grade	Entry Comment	Exit Comment	School	
08/19/2010	E 06/04/2011	P 11	Promote Same School	Promote Same School	Dutch Fork High School	
08/20/2009	E 06/03/2010	P 10		Promote Same School	Dutch Fork High School	
08/21/2008	E 06/06/2009	W28 9			Dutch Fork High School	
08/23/2007	E 06/06/2008	W28 8			Dutch Fork Middle School	
08/17/2006	E 06/01/2007	W28 7			Dutch Fork Middle School	
08/11/2005	E 05/25/2006	W28 6			CrossRoads Middle School	
08/12/2004	E 05/26/2005	W28 5			Ballentine Elementary School	
08/14/2003	E 05/27/2004	W28 4			Ballentine Elementary School	
08/15/2002	E 05/29/2003	W28 3			Dutch Fork Elementary School	
08/16/2001	E 05/31/2002	W28 2			Dutch Fork Elementary School	
08/17/2000	E 06/01/2001	W28 1			Dutch Fork Elementary School	

Note: This screen may not be used to transfer a student in or out of school. Click on Functions to find links to those operations.

Transportation Page

State/Province-SC → South Carolina State Information → Transportation Tab

The Office of Transportation is responsible for the entire state fleet of public school buses and transportation needs for eligible students. This office has several key areas that require data analysis for funding purposes that include specific fields from the PowerSchool Transportation Data Entry page and the South Carolina Additional Student Information page (Transportation Needed, Bus 1 and Bus 2).

You need to populate and verify the following values you select for the Transportation fields since any students requiring special transportation will allow your school/district to document claims for Medicaid transportation reimbursement.

The screenshot shows the PowerSchool web interface. On the left is a navigation menu with categories: Information, Academics, and Administration. The 'State/Province - SC' link is highlighted. The main content area is titled 'South Carolina State Information' and shows student details for Adams, Corby (ID 11 4, AGHS1). A form titled 'South Carolina State Information' contains the following fields: State ID, 'Include this student in State Reporting' (set to Yes), 'Self Contained Date' (empty), and 'EFA/ETIA Classification Information'. Below these are expandable sections: CATE, Early Childhood, Student Supplemental, Precode, Transportation (highlighted), Work-based Learning, and Additional Student Information. A 'Submit' button is at the bottom right of the form. The footer includes the Pearson logo and copyright information for 2005-2010.

PowerSchool

School: Apple Grove High School 1

Term: 10-11 Semester 1

Start Page > Student Selection > South Carolina State Information > **SC Transportation**

(Last Login: 8/16/2010 at 11:34 AM) z63. 6

Transportation Data Entry

Adams, Corby 11 4 AGHS1

CATE **Early Childhood** **Student Supplemental** **Precode** **Transport** **Work-Based Learning**

Street Number Street Name

IEP Trans Required Spec Trans Need 1

Spec Trans Need 2 Spec Trans Need 3

Spec Trans Need 4 Spec Trans Need 5

Spec Trans Need 6 Spec Trans Need 7

Spec Trans Need 8 Spec Trans Need 9

Spec Trans Need 10

Other Trans Need 1

Other Trans Need 2

Submit

PEARSON Copyright© 2005 - 2010 Pearson Education, Inc., or its affiliate(s). All rights reserved.

Street Number (SC_StreetName) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447} Enter and then verify the street number only (911 numeric identifier for the address).: Example: 101
Street Name (SC_StreetNum) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447} Enter and verify the 911 street address name: Example: Main St.
IEP Trans Required (SC_TRANS_TransIEPInd) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Is transportation listed as a related service in the student's IEP? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> Blank – Don't Know [default] N – No Y – Yes
Spec Trans Need 1 (SC_TRANS_SpecNeedsReq01Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require special needs transportation across school attendance zone lines? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> Blank – Don't Know [default] N – No Y – Yes
Spec Trans Need 2 (SC_TRANS_SpecNeedsReq02Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require special needs transportation across school district boundary lines? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> Blank – Don't Know [default] N – No Y – Yes
Spec Trans Need 3 (SC_TRANS_SpecNeedsReq03Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require special needs transportation between schools? Select the appropriate choice from the drop down:

	<ul style="list-style-type: none"> • Blank – Don’t Know [default] • N – No • Y – Yes
Spec Trans Need 4 (SC_TRANS_SpecNeedsReq04Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require special needs transportation to medical services? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> • Blank – Don’t Know [default] • N – No • Y – Yes
Spec Trans Need 5 (SC_TRANS_SpecNeedsReq05Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require special needs transportation on extra curricular/field trips? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> • Blank – Don’t Know [default] • N – No • Y – Yes
Spec Trans Need 6 (SC_TRANS_SpecNeedsReq06Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require special needs transportation to support employment? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> • Blank – Don’t Know [default] • N – No • Y – Yes
Spec Trans Need 7 (SC_TRANS_SpecNeedsReq07Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require special needs transportation in and around school buildings? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> • Blank – Don’t Know [default] • N – No • Y – Yes
Spec Trans Need 8 (SC_TRANS_SpecNeedsReq08Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require specialized equipment – such as special or adapted buses, lifts, seatbelts, safety seats, safety harnesses, oxygen tank brackets, and ramps? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> • Blank – Don’t Know [default] • N – No • Y – Yes NOTE: You will need to specify the exact equipment needed in the “ Other Trans. Need 1 ” and/or “ Other Trans. Need 2 ” sections below.
Spec Trans Need 9 (SC_TRANS_SpecNeedsReq09Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require an aide or shadow to accompany the child? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> • Blank – Don’t Know [default] • N – No • Y – Yes
Spec Trans Need 10 (SC_TRANS_SpecNeedsReq10Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} Does implementation of the IEP require a nurse to accompany the child? Select the appropriate choice from the drop down: <ul style="list-style-type: none"> • Blank – Don’t Know [default] • N – No • Y – Yes
Other Trans Need 1 (SC_TRANS_OtherSpecNeedsReq01Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} If implementation of the IEP requires specialized equipment – such as special or adapted buses, lifts, seatbelts, safety seats, safety harnesses, oxygen tank brackets, and ramps,

	specify the exact equipment needed.
Other Trans Need 2 (SC_TRANS_OtherSpecNeedsReq02Ind) [Students(1)]	{Transportation: Dennis Meyers, 803-734-0447; Medicaid: Shelley McGeorge, PhD., 803-734-3698} If implementation of the IEP requires specialized equipment – such as special or adapted buses, lifts, seatbelts, safety seats, safety harnesses, oxygen tank brackets, and ramps, specify the exact equipment needed.

Work-Based Learning Page

State/Province-SC→ South Carolina State Information →Work-Based Learning Tab

The screenshot shows the PowerSchool interface for South Carolina State Information. The 'Work-based Learning' tab is highlighted with a blue circle. The page includes fields for State ID, Include this student in State Reporting (Yes/No), Self Contained Date, EFA/EA Classification Information, CATE, Early Childhood, Student Supplemental, Precode, Transportation, Work-based Learning, Additional Student Information, and Graduation Rate Planning Worksheet.

The “South Carolina Education and Economic Development Act” data must be collected for ALL students participating in Work-Based Learning experiences. Schools should use their student information data collection system (currently PowerSchool) for collecting this information. And the compile the data for each experience completed.

The Work-Based Learning fields have been designed to collect information for four experiences that the student may have participated throughout the school year: WBL Experience 1, WBL Experience 2, WBL Experience 3, and WBL Experience 4).

Locate additional resources at the Career and Technology Education web page on the SC Department of Education’s web site: <http://ed.sc.gov/agency/ac/Career-and-Technology-Education/>

Work Based Learning Initialization

District-level PS administrators (or school-level PS administrators with instructions if delegated this task) should run this initialization only once at the start of the school year. The table below shows that any data values from previous year entry is cleared and blank values are assigned to each field.

Field Name	Initialization Information
WBL Experience 1	Assigns a ‘blank’ value.
WBL Exp1 Owner	Assigns a ‘blank’ value.

WBL Start Date 1	Assigns a 'blank' value.
WBL End Date 1	Assigns a 'blank' value.
WBL Employer Name 1	Assigns a 'blank' value.
WBL Employer Phone 1	Assigns a 'blank' value.
WBL Employer Size 1	Assigns a 'blank' value.
WBL Supervisor 1	Assigns a 'blank' value.
WBL Job Title 1	Assigns a 'blank' value.
WBL Paid 1	Assigns a 'blank' value.
WBL Related to Career Plan 1	Assigns a 'blank' value.
Credit 1	Assigns a 'blank' value.
WBL Coordinator 1	Assigns a 'blank' value.
WBL Experience 2	Assigns a 'blank' value.
WBL Exp2 Owner	Assigns a 'blank' value.
WBL Start Date 2	Assigns a 'blank' value.

Initialization Setup Options

1. Indicate when you want the report to generate.
2. Select each school you want to include in the initialization process. (Hold down the Ctrl key to select multiple schools in the list.) If you are a school user, you can run this process only for the schools to which you have access.
3. Select “Yes” at the “Run for all schools” option to run the initialization process for all schools in your district. “No” is the default. If your user default access is District Office, you may select the Run for all schools option at the district building

When the process is complete, a report is generated that shows which schools the report was run for and the total number of students processed.

Work Based Learning Data Entry

Home | Dashboard | SC Work Based Learning

CATE | Early Childhood | Student Supplemental | Precode | Transport | **Work-Based Learning**

WBL Experience 1	L - Service Learning	WBL Exp1 Owner	
WBL Start Date 1	8/18/11	WBL End Date 1	1/12/12
WBL Employer Name 1	IHS		
WBL Employer Phone 1			
WBL Employer Size 1	M - 50-499 Employees		
WBL Supervisor 1	Manager II		
WBL Job Title 1	Attendance asst.		
WBL Paid 1	N - No		
WBL Related to Career Plan 1	Y - Yes		
Credit 1	Y - Yes		
WBL Coordinator 1	WBL Coordinator		
WBL Address 1			
WBL City 1			
WBL Zipcode 1			
WBL Employer Email Address 1			
WBL Number of annual ELO student opportunities provided 1			
Other support provided to you by employer 1			
WBL Type of Business 1	5 - Education and Training		
WBL Experience 2		WBL Exp2 Owner	
WBL Start Date 2		WBL End Date 2	
WBL Employer Name 2			
WBL Supervisor 2			
WBL Job Title 2			
WBL Paid 2			
WBL Related to Career Plan 2			
Credit 2			
WBL Coordinator 2			
WBL Address 2			
WBL City 2			
WBL Zipcode 2			
WBL Employer Email Address 2			
WBL Number of annual ELO student opportunities provided 2			
Other support provided to you by employer 2			
WBL Type of Business 2			
WBL Experience 3		WBL Exp3 Owner	
WBL Start Date 3		WBL End Date 3	
WBL Employer Name 3			
WBL Employer Phone 3			
WBL Employer Size 3			
WBL Supervisor 3			
WBL Job Title 3			
WBL Paid 3			
WBL Related to Career Plan 3			
Credit 3			
WBL Coordinator 3			
WBL Address 3			
WBL City 3			
WBL Zipcode 3			
WBL Employer Email Address 3			
WBL Number of annual ELO student opportunities provided 3			
Other support provided to you by employer 3			

WBL Type of Business 3	<input type="text"/>	<input type="text"/>
WBL Experience 4	<input type="text"/>	WBL Exp4 Owner <input type="text"/>
WBL Start Date 4	<input type="text"/>	WBL End Date 4 <input type="text"/>
WBL Employer Name 4	<input type="text"/>	
WBL Employer Phone 4	<input type="text"/>	
WBL Employer Size 4	<input type="text"/>	
WBL Supervisor 4	<input type="text"/>	
WBL Job Title 4	<input type="text"/>	
WBL Paid 4	<input type="text"/>	
WBL Related to Career Plan 4	<input type="text"/>	
Credit 4	<input type="text"/>	
WBL Coordinator 4	<input type="text"/>	
WBL Address 4	<input type="text"/>	
WBL City 4	<input type="text"/>	
WBL Zipcode 4	<input type="text"/>	
WBL Employer Email Address 4	<input type="text"/>	
WBL Number of annual ELO student opportunities provided 4	<input type="text"/>	
Other support provided to you by employer 4	<input type="text"/>	
WBL Type of Business 4	<input type="text"/>	
Career Assessment 1	<input type="text"/>	
Career Assessment 2	<input type="text"/>	
Career Assessment 3	<input type="text"/>	
Service Learning Hours	<input type="text"/>	
<input type="button" value="Submit"/>		

On the **Work-Based Learning Data Entry** page, you can select appropriate information for the student for four different work experiences. Data elements collected for reporting purposes include the following fields:

WBL Experience(s) 1, 2, 3, and 4 <i>(SC_WBL_ExpCode1)</i> <i>(SC_WBL_ExpCode2)</i> <i>(SC_WBL_ExpCode3)</i> <i>(SC_WBL_ExpCode4)</i> <i>[Students(1)]</i>	Select the Work-Based Learning Experience(s) that the student participated in for the school year: <ul style="list-style-type: none"> • Blank – [default] • C – Cooperative Education • F – School-Based Enterprise • I – Internship • L – Service Learning • M – Mentoring • R – Registered Apprenticeship • S – Shadowing: On-Site • V – Shadowing: Virtual • Y – Youth Apprenticeship
WBL Experience 1, 2, 3, and 4 Owner <i>(SC_WBL_ExpOwner1)</i> <i>(SC_WBL_ExpOwner2)</i> <i>(SC_WBL_ExpOwner3)</i> <i>(SC_WBL_ExpOwner4)</i> <i>[Students(1)]</i>	This field identifies the school responsible for the Work-Based Learning experience. An entry of the seven digit school identification number (SIDN) should be made in this field only if the experience is offered through another school/career center.
WBL Start Date (s) 1, 2, 3, and 4 <i>(SC_WBL_StartDate1)</i> <i>(SC_WBL_StartDate2)</i> <i>(SC_WBL_StartDate3)</i> <i>(SC_WBL_StartDate4)</i> <i>[Students(1)]</i>	Enter the student's start date for the Work-Based Learning experience(s).
WBL End Date(s) 1, 2, 3, and 4 <i>(SC_WBL_EndDate1)</i> <i>(SC_WBL_EndDate2)</i> <i>(SC_WBL_EndDate3)</i> <i>(SC_WBL_EndDate4)</i> <i>[Students(1)]</i>	Enter the student's ending date for the Work-Based Learning experience(s).

WBL Employer Name(s) 1, 2, 3, and 4 (SC_WBL_EmpName1) (SC_WBL_EmpName2) (SC_WBL_EmpName3) (SC_WBL_EmpName4) [Students(1)]	Enter the Work-Based Learning employer's name(s). Verify the spelling and consistent entry per student.
WBL Employer Phone(s) 1, 2, 3, and 4 (SC_WBL_EmpPhone1) (SC_WBL_EmpPhone2) (SC_WBL_EmpPhone3) (SC_WBL_EmpPhone4) [Students(1)]	Enter the Work-Based Learning employer's phone number(s).
WBL Employer Size 1, 2, 3, and 4 (SC_WBL_EmpSize1) (SC_WBL_EmpSize2) (SC_WBL_EmpSize3) (SC_WBL_EmpSize4) [Students(1)]	Select the business size that corresponds to the actual size of the business providing the student's Work-Based Learning experience. <ul style="list-style-type: none"> • Blank – none [default] • L – 500+ Employees • M – 50-499 Employees • S – 0-49 Employees
WBL Supervisor 1, 2, 3, and 4 (SC_WBL_Supervisor1) (SC_WBL_Supervisor2) (SC_WBL_Supervisor3) (SC_WBL_Supervisor4) [Students(1)]	Enter the name of the supervisor within the company where the student was placed for the Work-Based Learning experience.
WBL Job Title 1, 2, 3, and 4 (SC_WBL_JobTitle1) (SC_WBL_JobTitle2) (SC_WBL_JobTitle3) (SC_WBL_JobTitle4) [Students(1)]	Enter the title of the job in which the student was placed for the Work-Based Learning experience.
WBL Paid 1, 2, 3, and 4 (SC_WBL_PaidInd1) (SC_WBL_PaidInd2) (SC_WBL_PaidInd3) (SC_WBL_PaidInd4) [Students(1)]	Select "Yes" if the student received compensation for the Work-Based Learning experience they completed. <ul style="list-style-type: none"> • Blank – blank [default] • Y – Yes • N – No
WBL Related to Career Plan 1, 2, 3, and 4 (SC_WBL_RelateCareerPlanInd1) (SC_WBL_RelateCareerPlanInd2) (SC_WBL_RelateCareerPlanInd3) (SC_WBL_RelateCareerPlanInd4) [Students(1)]	Select "Yes" if the Work-Based Learning experience the student completed was related to their career plan. <ul style="list-style-type: none"> • Blank – blank [default] • Y – Yes • N – No
Credit 1, 2, 3, and 4 (SC_WBL_CreditInd1) (SC_WBL_CreditInd2) (SC_WBL_CreditInd3) (SC_WBL_CreditInd4) [Students(1)]	Select "Yes" if the student received credit for the Work-Based Learning experience they completed. <ul style="list-style-type: none"> • Blank – blank [default] • Y – Yes • N – No
WBL Coordinator 1, 2, 3, and 4 (SC_WBL_Coordinator1) (SC_WBL_Coordinator2) (SC_WBL_Coordinator3) (SC_WBL_Coordinator4) [Students(1)]	Enter the name of the Work-Based Learning coordinator scheduling the learning experience.

WBL Address 1, 2, 3, and 4 <i>(SC_WBL_Add1)</i> <i>(SC_WBL_Add2)</i> <i>(SC_WBL_Add3)</i> <i>(SC_WBL_Add4)</i> <i>[Students(1)]</i>	Enter the Street Address or Post Office Box of the employer providing the extended learning opportunity.
WBL City 1, 2, 3, and 4 <i>(SC_WBL_City1)</i> <i>(SC_WBL_City2)</i> <i>(SC_WBL_City3)</i> <i>(SC_WBL_City4)</i> <i>[Students(1)]</i>	Enter the City of the employer providing the extended learning opportunity.
WBL Zip Code 1 <i>(SC_WBL_Zip1)</i> <i>(SC_WBL_Zip2)</i> <i>(SC_WBL_Zip3)</i> <i>(SC_WBL_Zip4)</i> <i>[Students(1)]</i>	Enter the ZIP Code of the employer providing the extended learning opportunity; that is, the business location.
Other support provided to you by employer 1, 2, 3, and 4 <i>(SC_WBL_OtherSupp1)</i> <i>(SC_WBL_OtherSupp2)</i> <i>(SC_WBL_OtherSupp3)</i> <i>(SC_WBL_OtherSupp4)</i> <i>[Students(1)]</i>	Select from the drop down any other known type of support this employer provides within your school district Blank – blank [default] 1 – Motivational Speaker 2 – Monetary Support 3 – Equipment Contributions 4 – Teacher Training 5 – Other
WBL Email Address 1, 2, 3, and 4 <i>(SC_WBL_Email1)</i> <i>(SC_WBL_Email2)</i> <i>(SC_WBL_Email3)</i> <i>(SC_WBL_Email4)</i> <i>[Students(1)]</i>	Enter the email address of the supervisor within the company where the student was placed for the Work-Based Learning experience.
WBL Number of annual ELO student opportunities provided 1, 2, 3, and 4 <i>(SC_WBL_AnnualELO1)</i> <i>(SC_WBL_AnnualELO2)</i> <i>(SC_WBL_AnnualELO3)</i> <i>(SC_WBL_AnnualELO4)</i> <i>[Students(1)]</i>	Enter the number of total extended learning opportunities this employer has provided this year to any/all students.
WBL Type of Business 1, 2, 3, and 4 <i>(SC_WBL_Type1)</i> <i>(SC_WBL_Type2)</i> <i>(SC_WBL_Type3)</i> <i>(SC_WBL_Type4)</i> <i>[Students(1)]</i>	Select from the drop down list the employer's type of business. Blank – [default] 1 – Agriculture, Food, and Natural Resources 2 – Architecture and Construction 3 – Arts, A/V Technology, and Communications 4 – Business Management and Administration 5 – Education and Training 6 – Finance 7 – Government and Public Administration 8 – Health Science 9 – Hospitality and Tourism 10 – Human Services 11 – Information Technology 12 – Law, Public Safety, Corrections, and Security

	13 – Manufacturing 14 – Marketing 15 – Science, Technology, Engineering, and Mathematics 16 – Transportation, Distribution, and Logistics
Career Assessment 1, 2, and 3 <i>SC_WBL_CarAssessCode1</i> <i>SC_WBL_CarAssessCode2</i> <i>SC_WBL_CarAssessCode3</i> <i>[Students(1)]</i>	Select the career interest inventory that has been administered to the student as part of their comprehensive career plan. Blank – [default] 1 – COIN/SCOIS Self-Assessment Survey 2 – Holland Self-Directed Search (SDS) 3 – Kuder Career Search with Person Match 4 – ASVAB 5 – Discover 7 – Strong Interest Inventory 8 – Myers-Briggs Type Indicator (MBTI) 9 – EXPLORE 10 – PLAN 11 – Work Keys 12 – Kuder Skills Assessment 13 – Super’s Work Values Inventory 15 – CAPS 16 – COPS 17 – COPES 18 – Other
SL Hours (Service Learning Hours) <i>(SC_SrvcLearnHrs)</i> <i>[Students(1)]</i>	{ Adult & Community Education: Karen Horne, 803-734-4794 } Total number of hours that a student participated in service learning activities including preparation, service, and reflection.

Years and Terms Page

District Level

Start Page→ School Setup →District→Years & Terms→Edit School Year

PowerSchool

Welcome, Louise Amos | Help | Sign Out

School: District Office Term: 12-13 Year

Start Page > School Setup > Years & Terms > Create New School Year

Functions

Attendance
Daily Bulletin
Enrollment Summary
Master Schedule
Dashboard
Special Functions
Teacher Schedules

Reports

System Reports
ReportWorks

People

Student Search
Staff Search
Parent Search
Enroll New Student
New Staff Entry
New Parent Entry

Setup

District
System
Personalize

Applications

Create New School Year

	Example Entry
Name of School Year	<input type="text"/> 2001-2002
Abbreviation	<input type="text"/> 01-02
First Day of School	<input type="text"/> (MM/DD/YYYY) 08/23/2001
Last Day of School	<input type="text"/> (MM/DD/YYYY) 06/05/2002

Note: Once you have entered the first and last dates for the school year, they cannot be changed. Be absolutely sure that the dates are correct and in MM/DD/YYYY format before clicking the Submit button.

Submit

Legend

Page Icons: - Date Entry |

School Level

Start Page→ School Setup →District→Years & Terms→Edit School Year

Term Setup

2013-2014 08/19/2013 - 05/29/2014			
Semester 1 08/19/2013 - 01/10/2014		Semester 2 01/11/2014 - 05/29/2014	
Quarter 1 08/19/2013 - 10/22/2013	Quarter 2 10/23/2013 - 01/10/2014	Quarter 3 01/11/2014 - 03/19/2014	Quarter 4 03/20/2014 - 05/29/2014

Name of School Year SCDE no longer collects this data value; however, it is essential to PS Year setup.	Enter the school year name. SCDE does not collect this field; however, the PowerSchool tool requires that you enter a name: setting up terms each year is an integral part of years and term setup for the new year. A standard name used, for example name, is 2013-2014.
Abbreviation <i>(Abbreviation)</i> <i>[Terms(13)]</i>	Enter the abbreviation of the school year. For the year term, use numbers. For example, enter 13-14 for the 2013-2014 school year.
First Day of Term <i>(FirstDay)</i> <i>[Terms(13)]</i>	Enter the start date of the school year using the format mm/dd/yyyy or mm-dd-yyyy. If you do not use this format, an alert appears. If you submit the date with an incorrect format, the date field is submitted as a blank entry.
Last Day of Term <i>(LastDay)</i> <i>[Terms(13)]</i>	Enter the end date of the school year using the format mm/dd/yyyy or mm-dd-yyyy. If you do not use this format, an alert appears. If you submit the date with an incorrect format, the date field is submitted as a blank entry.
Name of Term <i>(Name)</i> <i>[Terms(13)]</i>	Enter the name of the term, which indicates when it occurs during the academic year. For example, enter Semester 1 .
What portion of the year does this term represent? <i>(IsYearRec)</i> <i>[Terms(13)]</i>	Select the fraction or item that represents the portion of the school year during which the term takes place. For example, if you define Semester 1 and your school operates with trimesters, Semester 1 represents one-third of your school year.
Year <i>(YearID)</i> <i>[Terms(13)]</i>	A number representing which year the term belongs to, such as 13 for 2003-2004, if not cumulative - see StoreCode. The number is equal to the ID of the year term divided by 100.

Several data values are necessary to link student records but do not display on PowerSchool pages. The following are codes stored internally within the Terms(13) table:

DCID [Terms(13)]	ID (TermID) [Terms(13)]	DistrictCode [Terms(13)]
SchoolID [Terms(13)]	NoOfDays [Terms(13)]	

To provide further information for these terms, shown below is the List Records export through DDE where ID is 1900 representing the school year for 2009-2010; 1901 represents the first semester for 2009-10; 1902 represents the second semester; 1903, the first quarter; and 1904, the second quarter; 1905, the third quarter; and 1906, the fourth quarter. Note the YearID is 19.

For the school year 2013-2014, the year id is 2300.

PowerSchool

[Start Page](#) > [System Administrator](#) > [Page and Data Management](#) > [Direct Database Export \(DDE\)](#) > [List Records: Terms](#)

Functions

- [Attendance](#)
- [Daily Bulletin](#)
- [Enrollment Summary](#)
- [Master Schedule](#)
- [Dashboard](#)
- [Special Functions](#)
- [Teacher Schedules](#)

Reports

- [System Reports](#)
- [ReportWorks](#)

List Records: Terms

Records: 521

ID.....	Name.....	FirstDay.....	LastDay.....	YearID.....	Abbreviation.....
1. 1900.....	2009-2010.....	08/12/2009.....	07/02/2010.....	19.....	09-10
2. 1900.....	2009-2010.....	08/18/2009.....	06/03/2010.....	19.....	09-10
3. 1900.....	2009-2010.....	08/17/2009.....	05/31/2010.....	19.....	09-10
4. 1901.....	Semester 1.....	08/18/2009.....	01/14/2010.....	19.....	S1
5. 1902.....	Semester 2.....	01/15/2010.....	06/03/2010.....	19.....	S2